

Demond Means, Ed.D.  
*Superintendent*



OFFICE OF THE SUPERINTENDENT

February 8, 2018

**TO:** Board of Education Members

**FROM:** Demond Means, Ed.D.

The regular meeting of the Clarke County Board of Education is scheduled for Thursday, **February 8, 2018, at 6:00 p.m.** in the Heritage Hall of the H.T. Edwards Sr. Building, located at 440 Dearing Extension.

**REGULAR MEETING**

(The Board requests all cell phones be silenced)

**CALL TO ORDER**

**ROLL CALL**

**SILENT MEDITATION/PLEDGE OF ALLEGIANCE**

**A. RECOGNITION OF ACHIEVEMENT AND AWARDS**

**B. AMEND and/or ADOPT AGENDA**

**C. RECOGNITION OF VISITORS**

(Speakers will be limited to three (timed) minutes. At this point, remarks must be concluded.

**NO SPEAKER SHALL INDULGE IN PERSONAL ATTACKS WHILE SPEAKING.**

**ALL COMMENTS ARE TO BE ADDRESSED DIRECTLY TO THE BOARD OF EDUCATION.**

To protect the privacy of our students, speakers shall refrain from identifying specific students by name. Personal concerns may be addressed in writing to the Superintendent or President of the Board of Education.)

**D. SUPERINTENDENT'S REPORT**

**E. BOARD REPORTS**

GSBA

Government Relations Committee

Finance Committee

Policy Committee

Property Committee

Demond Means, Ed.D.  
*Superintendent*



## **F. POLICY DISCUSSION**

Policies/Regulations/Exhibits to be Presented for Public Review for Four Weeks:  
Policy GBN - Professional Personnel Evaluation (Revised)  
Regulation GBN-R(1) - Professional Personnel Evaluation (Revised)

## **G. ACTION ITEMS**

1. Policies to Adopt/Rescind: None
2. Minutes of Previous Meetings:
  - Work Session - January 5, 2018
  - Regular Meeting - January 11, 2018
3. Financial Reports - December 2017

(Consent Agenda Items - CA):

- 
- CA-4 Out-of-State/Overnight Field Trips
  - CA-5 Approve Purchase of One New Bluebird from State Bond Funds
  - CA-6 Approve Purchase of Five New Bluebird Bus from SPLOST funds
  - CA-7 Approve Revised Date, Time and Place of Work Sessions for 2018
  - CA-8 Approve Revised Date, Time and Place of Regular Meetings for 2018
- 
9. Approve 2018-2019 High School Program of Study
  10. Personnel Recommendations and Addendum

## **ADJOURNMENT**

# SPLOST MONTHLY REPORT

2/1/18

## 1. Change Order Report

- Revised monthly report (see 1-page attachment)

## 2. Construction Schedule

- Revised pre-construction schedule (see 1-page attachment)

## 3. Current Construction

- **Oglethorpe Avenue**

- Level 2 exterior wall framing and sheathing are complete.
- Interior wall framing is complete on the lower level and 85% complete on level 2.
- Drywall installation is in progress on level 1 with walls being 1 sided.
- Electrical and HVAC duct rough in is complete on the lower level.
- Roof plywood substrate with ice & water shield installation is complete.
- Roof standing seam panels have been delivered to the site.
- Storefront window installation has begun on the 2 story building.
- Exterior brick work installation is in progress as weather permits.
- Flat roof membrane installation is in progress.
- Site storm piping installation is 98% complete.
- Fire Sprinkler main line installation is complete.
- Curb and gutter installation for the staff parking area is complete with binder and the base coat of asphalt installed.
- Weather delays have hampered construction progress, current project completion is June 12, 2018.
- The contractor is focusing on getting the building weather tight so that interior finish activities can proceed with temporary heat.

- **WR Coile and Burney Harris Lyons**

- The contractor (Bowen & Watson) has mobilized on site and demolition work has begun on Phase 1 at both schools.
- The 8<sup>th</sup> grade classrooms have been relocated to the modular units and classes are in session.

- **Hilsman**

- A Local Building committee meeting was held in November , 2017 to present further developed schematic design drawings. The design is a 2 story structure in a “H” configuration with each grade level on a different level, the connections classes and special education rooms will be located on the first floor. Administration, media center, cafeteria and kitchen would be towards the front of the building in a single story component.

- The further developed design was well received by the Local building committee members.
- A 50% CD drawing review was held on January 11, 2018 working towards an initial drawing submission to ACC planning department in March 2018.

- **West Broad Street**

The school district has placed the project on hold pending the completion of the community wide feasibility study for the West Broad area. This is a joint study with support from CCSD, ACC, Athens Land Trust and Athens Housing Authority.

The District will evaluate the function/use of this facility in conjunction with a District wide master facility use plan.

**SPLOST  
Contingency / Change Order Report**

<b>Contingency / Change Orders</b>	<b>Oglethorpe Avenue</b>	<b>WR Coile</b>	<b>Burney Harris Lyons</b>	<b>Hilsman</b>
Established Budget	Hard Bid	Hard Bid	Hard Bid	
Approved Guaranteed Maximum Price or Bid	\$ 18,342,000.00	\$ 13,630,500.00	\$ 14,320,500.00	
Contract Amount	\$ 18,342,000.00	\$ 13,630,500.00	\$ 14,320,500.00	
Executed Change Orders:				
Total Change Orders	0.00	0.00	0.00	0.00
Percentage of Contract Amount	0%	0%	0%	
Revised Contract Amount	\$ 18,342,000.00	\$ 13,630,500.00	\$ 14,320,500.00	

## SPLOST Construction Schedule

The intent of this document is to provide anticipated and realized schedules of the current and upcoming SPLOST construction projects

February 1, 2018

Projects	Current Stage	Advertise By	Pre-Bid Conference	Bids Due	Notification to BOE *
Oglethorpe Elementary	Construction	10/21/16	11/09/16	11/22/16	12/08/16
Burney Harris Lyons	Design	10/13/17	11/02/17	11/16/17	12/14/17
WR Coile	Design	10/13/17	11/02/17	11/16/17	12/14/17
Hilsman	Design	03/23/18	04/11/18	04/26/18	05/11/18
West Broad Street	Feasibility Study	TBD	TBD	TBD	TBD

\* DATES INDICATED ARE ESTIMATES UNTIL PROGRAMMING AND INITIAL DESIGN PHASES ARE COMPLETE

Legend:

Active	Completed	Future
--------	-----------	--------

**CLARKE COUNTY SCHOOL DISTRICT**  
**SPLOST 4 CONSTRUCTION PROGRAM**  
**SCHEDULE OF INVESTMENT ACTIVITY**  
**Month Ending December 2017**

ACCOUNT ACTIVITY	BB&T SP4 Activity	BB&T Bank Balance	BB&T Money Market	BBT Bond Escrow	BB&T Debt Service Fund
Balance Ending Nov 30, 2017		\$1,270,094	\$0	\$0	\$10,398,739

Receipts:

Earnings:

Interest Earnings - December, 2017	\$296		
Interest Earnings - November, 2017			\$85

TOTAL REVENUES \$381
-------------------------

Project Expenditures:

Administration-Dues & Fees	\$5,200		
Clarke Central-Expendable Eqpt	\$3,225		
Oglethorpe-Architect	\$15,767		
Oglethorpe- Engineering Svcs	\$7,528		
Oglethorpe-Rental of Eqpt	\$8,412		
Oglethorpe-Bldg Construction	\$891,012		

TOTAL EXPENDITURES \$931,144
---------------------------------

Transfers & Adjustments

Bank Service Charge	\$198		
---------------------	-------	--	--

ACCOUNT TOTALS - DECEMBER 31, 2017	\$304,894	\$0	\$0	\$10,398,824
------------------------------------	-----------	-----	-----	--------------

	TOTAL SPLOST 4 CASH & INVESTMENTS			\$10,703,718
--	-----------------------------------	--	--	--------------

**CLARKE COUNTY SCHOOL DISTRICT**

**SPLOST 5 CONSTRUCTION PROGRAM**

**SCHEDULE OF INVESTMENT ACTIVITY**

**Month Ending December 2017**

	SP5 Activity	BB&T Checking	BBT Constr Fund	BB&T Debt Srvc Fund
Balance Ending November 30, 2017		\$1,018,892	\$59,667,083	\$8,010,851
<u>Receipts:</u>				
November, 2017 Sales Tax				\$2,056,894
<u>Earnings:</u>				
Interest - December 31, 2017		\$166		
Interest - December 1, 2017			\$42,444	\$4,321
<b>TOTAL REVENUES</b>				
<b>\$2,103,825</b>				
<u>Expenditures:</u>				
Administration-Payroll	\$24,212			
Administration- Copier Expenses	\$32			
Administration - Employee Travel	\$262			
BHL-Architect Fees	\$2,578			
BHL-Rental of Eqpt	\$17,401			
BHL-Construction	\$2,903			
Coile-Architect Fees	\$2,739			
Coile-Rental of Eqpt	\$17,401			
Coile-Construction	\$47,014			
Hilsman-Architect Fees	\$0			
Technology	\$0			
<b>TOTAL EXPENDITURES</b>				
<b>\$114,542</b>				
<u>Transfers &amp; Adjustments</u>				
Bank Service Charge		\$219		
<b>ACCOUNT TOTALS - NOVEMBER 30, 2017</b>		<b>\$508,303</b>	<b>\$59,719,528</b>	<b>\$10,072,066</b>
<b>TOTAL SPLOST 5 CASH AND INVESTMENTS</b>				<b>\$70,299,897</b>



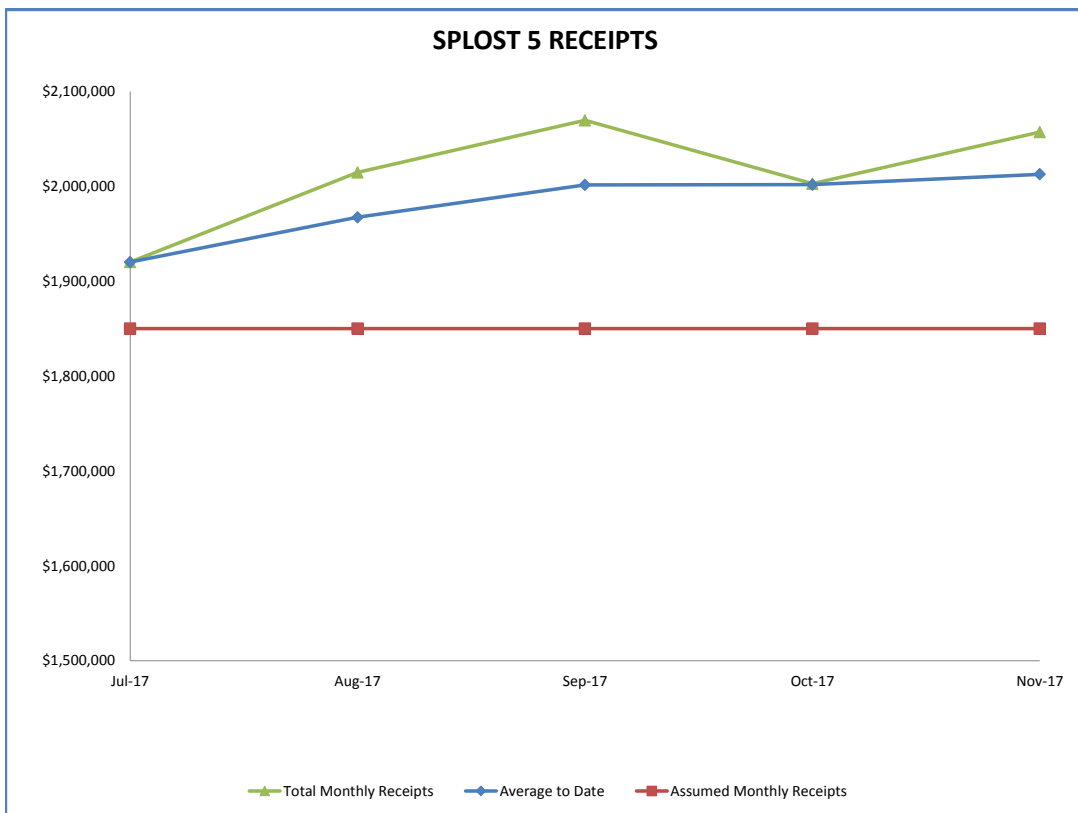
# CLARKE COUNTY SCHOOL DISTRICT

## SPLOST 5 CONSTRUCTION PROGRAM

### SCHEDULE OF SALES TAX RECEIPTS

Month Ending December 2017

MONTH COLLECTED	MONTH RECEIVED	ATHENS-CLARKE E-SPLOST Sales Tax Receipt	ATHENS-CLARKE E-SPLOST Pro-Rata	Total Monthly Receipts	Averages
Jul-17	September	\$1,919,963		\$1,919,963	
Aug-17	September	\$2,014,382		\$2,014,382	
Sep-17	October	\$2,069,358		\$2,069,358	
Oct-17		\$2,002,573		\$2,002,573	
Nov-17		\$2,053,892	\$3,002	\$2,056,894	
Dec-17					
<b>TOTAL RECEIVED TO DATE</b>		<b>\$10,060,167</b>	<b>\$0</b>	<b>\$10,060,167</b>	<b>\$2,012,634   5 mo</b>



**SPLOST 5 REVENUE TRENDS AS AT DECEMBER 31, 2017**

<b>PROJECTED SPLOST 5 REVENUE</b>	<b>AT \$1,850,000 PER MONTH FOR 60 MONTHS</b>	<b>\$111,000,000</b>
-----------------------------------	---	----------------------

<b>TOTAL COLLECTIONS</b>	<b>5</b>	<b>\$10,060,167</b>
--------------------------	----------	---------------------

<b>CURRENT MONTHLY AVERAGE</b>	<b>\$2,012,634 @ 60 months =</b>	<b>\$120,758,040</b>
--------------------------------	----------------------------------	----------------------

**PROJECTED COLLECTIONS**

Currently our 12 month trend is: n/a

Currently our 24 month trend is: n/a

<b>ACTUAL COLLECTIONS EXCEEDING PROJECTION</b>	<b>\$810,167</b>
--	------------------

SPLOST 5 runs from July, 2017 to June, 2022

The tax is to raise not more than \$135m

**CLARKE COUNTY SCHOOL DISTRICT  
OFFICE OF EARLY LEARNING**

**EARLY HEAD START & HEAD START**

**MONTHLY REPORT TO THE BOARD OF EDUCATION  
FROM THE EARLY HEAD START & HEAD START POLICY COUNCIL**

The following Early Head Start and Head Start report is provided to the Board of Education in accordance with Public Law 110-134 "[Improving Head Start for School Readiness Act of 2007](#)", Sec. 642(c) - (d).

The purpose of the report is to provide information and training needed for program planning and decision making regarding policies and operations of the Early Head Start and Head Start program.

The contents of the report include:

- Policy Council Minutes (12/12/17)
- 2017-2018 Reports (December Financial and Program Program Report)
- Office of Head Start Monitoring Protocols summary and document links

For more information about Early Head Start and Head Start grant requirements and resources, please visit the

Early Childhood Learning and Knowledge Center (ECLKC)

<http://eclkc.ohs.acf.hhs.gov/hslc> .

Demond Means, Ph.D.  
Superintendent



Karen Higginbotham  
Director

**OFFICE OF EARLY LEARNING  
POLICY COUNCIL MEETING  
12/12/17**

**Present:** Parents - John Evans, Rocio Ponce, Manuel Ponce, Shundra Pitts, Latasha Holder, Miaka Edwards; Community Partner - Jennifer Elkins and Lisa White; EHS/HS Staff - Marsha Hawkins, Angie Moon De Avila, Wesley Snipes and Karen Higginbotham; Visitor - Latasha Washington

**Welcome / Introductions / Establish Quorum / Membership / Voting Procedures:** At 11:09 am quorum was met. John Evans welcomed everyone to the meeting. Angie reviewed the Policy Council membership and list of alternates as well as voting procedures. Angie asked all staff to identify themselves and indicated that staff do not vote on any of the Policy Council decisions.

**Policy Council Minutes:** The minutes from the 11/28/17 meeting were distributed. **On a motion made by Miaka Edwards and seconded by Shundra Pitts, the Policy Council voted unanimously to approve the minutes.**

**Eligibility, Recruitment, Selection, Enrollment and Attendance (ERSEA) Training:** Angie Moon de Avila and Marsha Hawkins provided training on the ERSEA Program Plan (Subpart A 1302.10 - 1302.18 - *Eligibility, Recruitment, Selection, Enrollment, & Attendance*) which included the following mandatory training content: Methods on how to collect complete and accurate eligibility information from families and third party sources; Strategies for treating families with dignity and respect and for dealing with possible issues of domestic violence, stigma, and privacy; and, program policies and procedures that describe actions taken against staff, families, or participants who attempt to provide or intentionally provide false information.

**Monthly Financial / Programmatic Report:** Wesley presented the year to date budget. Wesley reviewed the in-kind waiver and the in-kind documented through November 2017. Marsha reviewed the Enrollment, Attendance, Turnover data and the disabilities and Angie reported USDA data.

**Agenda Setting for Next Meeting:** The Policy Council agreed to schedule the Program Retreat February 20, 2018 from 9:00 am - 2:00 pm; The location is to be determined.

**Announcements:** Reviewed attached calendars

**Adjournment:** **On a motion made by Judy Stephenson and seconded by Manuel Ponce, the Policy Council voted unanimously to adjourn the meeting at 12:43 pm.**

---

**POLICY COUNCIL CHAIR**

---

**DATE**

# EARLY HEAD START / HEAD START CATEGORY BALANCES

YTD BALANCES 9/1/17 THROUGH 12/31/17

Fund Source  
Early Head Start

Fund Source	Fed Cat		Revised Budget	Expended	Encumbered	Available	% used
CAN#7-G044125	EHS 1	Personnel	\$ 1,332,612	\$ 433,131		\$ 899,481	32.5
	EHS 2	Fringe	\$ 657,586	\$ 210,134		\$ 447,452	32.0
	EHS 5	Supplies	\$ 55,440	\$ 6,365	\$ 4,566	\$ 44,509	19.7
	EHS 6	Contractual	\$ 5,260	\$ -		\$ 5,260	0.0
	EHS 8	Other	\$ 77,094	\$ 15,078	\$ 5,509	\$ 56,507	26.7
	EHS	Totals	\$ 2,127,992	\$ 664,708	\$ 10,075	\$ 1,453,209	31.7

CAN#7-G044121	EHS TTA 3	Travel	\$ 8,423	\$ 133		\$ 8,290	1.6
	EHS TTA 5	Supplies	\$ 4,793	\$ -		\$ 4,793	0.0
	EHS TTA 6	Contractual	\$ 25,162	\$ 3,831	\$ 5,480	\$ 15,851	37.0
	EHS TTA 8	Other	\$ 10,000	\$ -	\$ -	\$ 10,000	0.0
	EHS TTA	Totals	\$ 48,378	\$ 3,964	\$ 5,480	\$ 38,934	19.5
<b>EHS Totals</b>			<b>\$ 2,176,370</b>	<b>\$ 668,672</b>	<b>\$ 15,555</b>	<b>\$ 1,492,143</b>	<b>31.4</b>

Head Start

CAN#7-G044122	HS 1	Personnel	\$ 711,458	\$ 219,420	\$ -	\$ 492,038	30.8
	HS 2	Fringe	\$ 361,889	\$ 108,519	\$ -	\$ 253,370	30.0
	HS 3	Travel	\$ 15,609	\$ 113	\$ -	\$ 15,496	0.7
	HS 5	Supplies	\$ 70,915	\$ 8,366	\$ 2,438	\$ 60,112	15.2
	HS 6	Contractual	\$ 8,480	\$ -	\$ -	\$ 8,480	0.0
	HS 8	Other	\$ 63,088	\$ 7,375	\$ 4,969	\$ 50,744	19.6
	HS	Totals	\$ 1,231,439	\$ 343,793	\$ 7,406	\$ 880,240	28.5

CAN#7-G044120	HS TTA 6	Contractual	\$ 17,758	\$ 5,335	\$ 920	\$ 11,503	35.2
	HS TTA	Totals	\$ 17,758	\$ 5,335	\$ 920	\$ 11,503	35.2
<b>HS Totals</b>			<b>\$ 1,249,197</b>	<b>\$ 349,128</b>	<b>\$ 8,326</b>	<b>\$ 891,743</b>	<b>28.6</b>

<b>EHS &amp; HS TOTAL</b>			<b>\$ 3,425,567</b>	<b>\$ 1,017,800</b>	<b>\$ 23,881</b>	<b>\$ 2,383,886</b>	<b>30.4</b>
---------------------------	--	--	---------------------	---------------------	------------------	---------------------	-------------

#	REPORT ITEM	AUG	SEPT	OCT	NOV	DEC
1	EHS Funded Enrollment	164	164	164	164	164
2	EHS Average Daily Attendance (ELC) overall	92%	88%	85%	91%	85%
	<i>(Birth to 12 months) EHS #1</i>	98%	86%	89%	94%	85%
	<i>EHS #2</i>	87%	94%	89%	86%	90%
	<i>EHS #3</i>	100%	92%	81%	95%	79%
	<i>EHS #4</i>	99%	92%	92%	95%	89%
	<i>EHS #5</i>	88%	76%	87%	90%	85%
	<i>EHS #6</i>	89%	95%	89%	86%	93%
	<i>EHS #7</i>	84%	85%	62%	89%	80%
	<i>EHS #8</i>	92%	83%	88%	91%	82%
3	<i>Explanation for less than 85% ADA</i>	<i>n/a</i>	<i>n/a</i>	<i>illness</i>	<i>n/a</i>	<i>illness</i>
4	EHS Turnover	8	1	5	7	15
5	EHS Cumulative Enrollment	172	173	178	180	188
6	EHS 45 Day Deadline (Cumulative Enrollment)	8	8	9	9	9
7	EHS Waiting List (ELC Combo)	71	72	80	95	102
8	EHS Waiting List (Home Based)	0	6	5	14	13
9	EHS USDA (ELC)*	\$3,539.25	\$3,377.49	\$3,475.78	\$3,333.55	\$2,327.86
10	EHS Referrals to BCW	1	0	2	0	0
11	<b>EHS Disabilities</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>22</b>	<b>21</b>
12	Health Impairment	0	0	0	0	0
13	Emotional / Behavioral Disorder	0	0	0	0	0
14	Speech/ Language Impairment	0	0	0	0	0
15	Intellectual Disability	1	1	1	1	1
16	Hearing Impairment	0	0	0	0	0
17	Orthopedic Impairment	0	0	0	0	0
18	Visual Impairment	0	0	0	0	0
19	Learning Disability	0	0	0	0	0
20	Autism	0	0	0	0	0
21	Brain Injury	0	0	0	0	0
22	Non-Categorical Developmental Delay	16	17	18	20	19
23	Multiple disabilities (including deaf-blind)	1	1	1	1	1
*	<i>Estimate</i>					

	REPORT ITEM	AUG	SEPT	OCT	NOV	DEC
1	HS Funded Enrollment	142	142	142	142	142
2	HS Average Daily Attendance (ELC):	94%	90%	92%	92%	91%
	HS #1	94%	88%	92%	91%	90%
	HS #2	93%	84%	87%	89%	94%
	HS #3	93%	92%	94%	92%	94%
	HS #4	91%	89%	94%	91%	91%
	HS #5	95%	96%	91%	92%	87%
	HS #6	96%	86%	89%	91%	85%
	HS PRE-K #1	94%	94%	95%	95%	95%
	HS PRE-K #2	95%	90%	91%	93%	92%
3	<i>Explanation for less than 85% ADA</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>
4	HS Turnover	8	5	3	4	6
5	HS Cumulative Enrollment	150	155	155	156	158
	HS 45 DAY Turnover Cumulative Enrollment	8	8	10	10	10
6	HS Waiting List (ELC)	80	84	84	84	88
7	HS USDA*	\$8,169.21	\$7,803.05	\$8,498.41	\$5,042.07	\$5,360.00
8	HS Referrals to Child Find	2	4	4	4	5
9	HS Referrals to RTI	0	0	0	2	3
10	<b>HS Disabilities (cummulative)</b>	<b>21</b>	<b>21</b>	<b>20</b>	<b>24</b>	<b>23</b>
11	Health Impairment	0	0	0	0	0
12	Emotional / Behavioral Disorder	0	0	0	0	0
13	Speech/ Language Impairment	5	5	8	9	8
14	Intellectually Disabled	0	0	0	0	0
15	Hearing Impairment	0	0	0	0	0
16	Orthopedic Impairment	1	1	1	1	1
17	Visual Impairment	0	0	0	0	0
18	Learning Disability	0	0	0	0	0
19	Autism	1	1	1	1	1
20	Brain Injury	0	0	0	0	0
21	Non-Categorical Developmental Delay	15	15	10	13	13
22	Multiple disabilities (including deaf-blind)	0	0	0	0	0
	* Estimate					

POLICY COUNCIL MEETING DATE	SOURCE	COMMUNICATION
11/15/2017	OHS	The Office of Head Start released the newest version of the grant application instructions. A one-page summary of major changes is attached. The EHS/HS management team participated in a webinar on 11/29/17 to learn about the new application process.
11/29/2017	Governor's Office of Student Achievement (GOSA)	The Governor's Office of Student Achievement (GOSA) selected Clarke County School District Office of Early Learning as one of its FY18 Innovation Fund implementation grant award winners. The award totals \$669,000 for a 2.5 year budget period. Funds will be utilized to implement a collective impact framework for entrenching culturally responsive trauma informed school based approaches to positively impact affective root causes of low achievement in language and literacy for Head Start and Pre-K children, and their families, at the district's Early Learning Center to support three and four year old children with complex trauma.
1/16/2018	Region IV Head Start Association	The CCSD EHS/HS Program will be presenting a session at the February Region IV Head Start Association on the implementation of the Circle of Support training and the use of attachment based / trauma informed interventions in Head Start classrooms.
1/16/2018	CCSD	CCSD Superintendent, Dr. Demond Means, conducted an impact check at the Early Learning Center on 01/05/17. Dr. Means conducted a walkthrough of classrooms and received an update on the progress toward implementing the Office Improvement Plan.
1/16/2018	<a href="#">OHS</a>	<p>The Office of Head Start released revised monitoring protocols that are used during audits to gather data and other information to assess grantee program operation and performance. Reviews are held for the Classroom Assessment Scoring System (CLASS®), Focus Area One, and Focus Area Two. OHS uses the information collected during reviews to understand the grantee's approach to program design and services. The information is also used to evaluate their performance and continuous program improvement.</p> <p>The CCSD EHS / HS program submitted the required availability calendar and has been notified by OHS that the program is not currently scheduled for a review in 2017-2018 and that unannounced visits can occur.</p>



# FY 2018 Head Start Monitoring Protocols

---

 [eclkc.ohs.acf.hhs.gov/federal-monitoring/article/fy-2018-head-start-monitoring-protocols](https://eclkc.ohs.acf.hhs.gov/federal-monitoring/article/fy-2018-head-start-monitoring-protocols)

Head Start monitoring protocols are used by the Office of Head Start (OHS) to gather data and other information to assess grantee program operation and performance. Reviews are held for the Classroom Assessment Scoring System (CLASS<sup>®</sup>), Focus Area One, and Focus Area Two. OHS (Office of Head Start) uses the information collected during reviews to understand the grantee's approach to program design and services. The information is also used to evaluate their performance and continuous program improvement.

## Fiscal Year (FY) 2018

---

### CLASS (Classroom Assessment Scoring System)<sup>®</sup>

---

FY (Fiscal Year) 2018 CLASS (Classroom Assessment Scoring System)<sup>®</sup> Field Guide[PDF, 722KB]

<https://eclkc.ohs.acf.hhs.gov/sites/default/files/pdf/fy2018-class-field-guide.pdf>

### Focus Area One

---

FY (Fiscal Year) 2018 Focus Area One Monitoring Protocol[PDF, 866KB]

<https://eclkc.ohs.acf.hhs.gov/sites/default/files/pdf/FA1ProtocolFY2018.pdf>

### Focus Area Two

---

FY (Fiscal Year) 2018 Focus Area Two Monitoring Protocol[PDF, 830KB]

<https://eclkc.ohs.acf.hhs.gov/sites/default/files/pdf/FA2ProtocolFY2018.pdf>

### OHS FY 18 Monitoring Kickoff

<https://eclkc.ohs.acf.hhs.gov/federal-monitoring/article/fy-2018-head-start-monitoring-protocols>

Download the video [MP4, 420 MB]Download the transcript[PDF, 281KB]

The Office of Head Start (OHS) monitoring process has been updated for fiscal year (FY) 2018. Learn how the new process reflects the current Head Start Program Performance Standards. Explore the Virtual Expo for protocols that can help programs prepare for this monitoring year.

---

# BEST PRACTICES IN PREPARING FOR FOR GEORGIA COLLEGE AND CAREER ACADEMY CERTIFICATION PROCESS



# Definition of a Georgia College and Career Academy (GCCA)

2

A “College and Career Academy” means a specialized school established as

- a charter school OR
- pursuant to a contract for a strategic waiver school system or charter system which formalizes a partnership
- that demonstrates a collaboration between business, industry , and community stakeholders to advance workforce development
- between one or more local boards of education, a private individual, a private organization, or a state or local public entity in cooperation with one or more postsecondary institutions


OCG

A 20-2-326

# Why is there a Georgia College and Career Academy Certification Process?

3

**GGCCA Certification mandated in SB 161 intended to provide high quality external validation of the implementation of GGCCA programs across the state and feedback for *continuous improvement***



**Plays a major role in GGCCA –performance contract renewal process**

# Performance Contract Renewal and Certification Process

4

**ALL GCCA performance contract renewal applicants (including GCCAs that are part of a system charter or SWSS contract) must satisfy all five certification standards**

**TCSG's Office of College and Career Transitions will conduct the certification process for all five standards, and DOE Charter Flexibility Division will participate in the certification visit and review**

**Standard 5 will include those elements for which DOE has traditionally tested for performance contract renewal**

**GCCA Roles and Responsibilities Matrix is an addendum to the performance contract renewal application**

# Standard 1: Governance and Leadership



- The CCA has a Governing Board whose membership represents all members of the partnership, but has a majority of members that represent business and industry.
- The CCA Board and CEO are committed to participate in annual training that meets DOE requirements and addresses its own individual needs.

# Standard 1: Governance and Leadership



- The CCA is led by a CEO whose job description is reflective of that of a CEO in a business environment.
- The CEO position should be primarily focused on issues relative to economic and workforce development, not on daily operations.
- The CEO should focus on the development and growth of all facets of the CCA partnership.

# Standard 1: Governance and Leadership



- The CEO and Governing Board will create and maintain a curriculum that reflects the 21<sup>st</sup> Century job skills and meets the employment demands for regional business and industry partners.
- The CEO and Governing Board will ensure that there are post-secondary dual enrollment opportunities that align with each career pathway.



## Standard 2: Strategic Planning and Sustainability



- The Governing Board and CEO will develop a Strategic Plan that aligns with that of the school district and Chamber of Commerce and is focused on economic and workforce development.
- The Governing Board and CEO will periodically evaluate the Strategic Plan to ensure that the CCA curriculum is aligned with current employability skills and technical skills.

## Standard 2: Strategic Planning and Sustainability



- The CCA Governing Board and BOE develop a process to ensure that there is a high level of collaboration with each other and with all members of the partnership.
- The CCA adopts a Marketing Plan designed to recruit students, highlight student achievement, and promote its value to the community.

# Standard 3: Teaching and Learning



- The CCA fully utilizes the flexibility in its Performance Contract to offer maximum career opportunities for students.
- The CCA creates and maintains career pathways which integrate academic, technical, and employability skills in a workplace/classroom environment.

# Standard 3: Teaching and Learning



- The CCA offers project-based, inquiry-based learning which is specific to a workplace environment.
- The CCA has a process for identifying an individual student's aptitude and interest to maximize their potential career success.

# Standard 4: Economic and Workforce Development



- The CCA seeks and solicits individual and community input.
- The CCA promotes work-based learning and apprenticeship opportunities for students which may lead to future employment opportunities.

# Standard 4: Economic and Workforce Development



- The CEO actively attends community events, such as Chamber meetings, which promote economic and workforce development.
- The CEO and Governing Board participate in events focused on local and regional workforce needs on a regular basis.
- The CEO and Governing Board evaluate their Strategic Plan and curriculum annually to ensure alignment with local and regional workforce needs.

# Standard 5: Performance Contract



- The CCA fully utilizes flexibility provided by the performance contract.
- The CCA meets annual state accountability goals by fulfilling state and federal accountability requirements.
- The CCA meets state performance targets.
- The CCA utilizes flexibility to meet innovations, fiscal and governing board requirements as established in the performance contract.

# Roles and Responsibilities Matrix



- Aligned with the standards and assurances
- Designates how the GCCA's partners make decisions about the work of the Academy
- Becomes part of the GCCA's Performance Contract with the SBOE



# Certification On-Site Visit

- 1/2 day pre-visit scheduled approximately 60-90 days prior to the on-site visit
- 2 day on-site visit by certification team
- Team has 5-7 members who have expertise in college and career academy work
- On-site visit involves interviewing stakeholders, examining evidence, and touring the CCA facility

# What will the CCA need to do before the on-site visit?

- Complete or update the Roles and Responsibilities Matrix
- Complete the Self-Assessment of Standards and Assurances (Met, Not Met or N/A)
- Collect evidence to support that the CCA has met the standards and assurances and load into the certification portal
- Contact stakeholders to be interviewed
- Arrange logistics for the team (technology, meeting space, interview rooms, etc)

# What happens after the on-site visit?



- **Team leader gives a brief informal oral report to the CEO and other key stakeholders noting any recommendations, commendations and/or suggestions and the team's recommendation for granting or denying certification**
- **Written report from team leader to CEO and response to report from CEO to team leader**
- **TCSG Board approval of team's recommendation**
- **Formal letter of certification from TCSG to CCA**



## BOARD OF EDUCATION Executive Summary

<p><b><u>Subject:</u></b> Policy GBN - Professional Personnel Evaluation (Revised)</p>	<p><b><u>Category:</u></b>  <input checked="" type="checkbox"/> <b>Action</b>  <input type="checkbox"/> Discussion  <input type="checkbox"/> Information</p>
<p><b><u>Attachments:</u></b> Policy GBN - Professional Personnel Evaluation (Revised)</p>	<p><b><u>Date for Consideration:</u></b> 02/01/2018 BOE Meeting</p>
<p><b><u>Strategic Goal:</u></b>  <b>Strategic Goal #1 - Select, support and retain a highly dedicated, talented, and diverse professional workforce.</b></p> <p>Strategic Goal #2 – Create dynamic learning experiences for all students to close the achievement gap and to prepare them for college and careers.</p> <p>Strategic Goal #3 – Strengthen neighborhood schools through strong collaborations with parent, district, and community members to support student academic growth, socio-emotional development, and physical well-being.</p> <p>Strategic Goal #4 – Strategically leverage resources to improve district programs and implement new initiatives.</p>	<p><b><u>Objective:</u></b>  Performance Objective B: Support and retain highly effective and innovative faculty and staff.</p>

### Background –

- The purpose of the policy committee is to evaluate Board policies and make policy-related recommendations to the full Board for consideration. The Committee shall ensure that Board policies provide for the effective operation of the School District, comply with applicable legal mandates, and**

**are integrated with planning and priorities related to student achievement.**

- **The process we use to review policy in the CCSD is that all proposals to adopt, revise, or rescind Board policies shall be referred to the Policy Committee in accordance with applicable policy (BDC). The Board of Education directs the Superintendent to develop administrative regulations (sometimes referred to as rules) as necessary to implement Board policy. Such regulations should be presented to Policy Committee for recommendation and the Board for approval.**

**Highlights:** Since the charter system contract (O.C.G.A. 20-2-2060) waived the laws governing professional personnel termination, the policy and regulation are needed to articulate how the District will handle these matters. The recommendation is for the CCSD to continue to follow all parts of the Fair Dismissal Act (O.C.G.A. 20-2-940) to the extent permitted by law.

<b>Strengths</b>	<b>Challenges</b>
<ul style="list-style-type: none"><li>• <b>The policy is short and to the point but references Regulation GBN-R(1) which further delineates the specifics of the implementation of the rights afforded by the Fair Dismissal Act.</b></li></ul>	<ul style="list-style-type: none"><li>• <b>No challenges are noted.</b></li></ul>

**Recommendation** – It is the recommendation of the Administration that the Board of Education place Board Policy GBN - Professional Personnel Evaluation (Revised) on the table for public comment for 30 days. Any public comment received will be shared with the Board of Education ahead of a final vote.

**Report Back to the Board of Education:**

- 90 Days
- 180 Days
- Annually
- Written Report
- Presentation to the Board
- Next Policy Cycle Review:** January 2020

**Submitted By: Dr. Dawn Meyers, Associate Superintendent of Policy and School Support Services**

**Board of Education Action:**

- Approve
- Reject
- Research/Report Back

## Policy

Descriptor Code: GBN

### Professional Personnel Termination

As a charter system under The Charter Schools Act of 1998 (O.C.G.A. § 20-2-2060, et. seq.), Clarke County School District will continue to follow all parts of the Fair Dismissal Act (O.C.G.A. § 20-2-940, et. seq.) to the extent permitted by law.

In the event an employee resigns, is terminated, decides not to renew a contract, or for any other reason leaves the employ of this school system, said employee shall comply with any and all laws, rules, policies, and regulations prior to departure. An exit survey may be offered by the Human Resources department for the purpose of obtaining feedback on school operations and suggestions for improvements.

Regulations specific to implementation of the rights afforded by the Fair Dismissal Act within the Clarke County School District including but not limited to termination, nonrenewal, demotion, and letters of reprimand can be found in GBN-R(1).

~~Certificated employees (1) who are recommended for termination by the Superintendent during the term of the contract pursuant to OCGA 20-2-940, or (2) who are non-renewed for the next school year, shall receive such rights to which they may be entitled under OCGA 20-2-940 and 20-2-942 and other applicable state and federal law.~~

~~Hearings conducted in accordance with the provisions of O.C.G.A. 20-2-940 and 20-2-942 shall be by a tribunal of no less than three and no more than five impartial persons possessing academic expertise.~~

~~Annually, the Superintendent shall develop and recommend for Board approval a large and diverse pool of candidates to serve as members of the tribunal. Thereafter, whenever a tribunal is required, members will randomly be selected from the approved pool of candidates.~~

~~Candidates selected to participate in a tribunal shall be paid at a rate of \$150 per hour, up to a maximum of \$500 per case.~~

~~The Superintendent shall designate a member of the District staff to provide administrative support to the tribunal.~~

~~The tribunal and Board shall be bound by the rules and timelines specified in O.C.G.A. 20-2-940.~~

Clarke County Schools

Date Adopted: ~~11/9/2000~~

Last Revised: ~~8/10/2006~~

<b>State Reference</b>	<b>Description</b>
O.C.G.A 20-02-0210	<a href="#"><u>Annual performance evaluation of all school personnel</u></a>
O.C.G.A 20-02-0211	<a href="#"><u>Annual contract; disqualifying acts; job descriptions</u></a>
O.C.G.A 20-02-0940	<a href="#"><u>Grounds/procedure for terminating or suspending contract of employment (Fair Dismissal Act)</u></a>
O.C.G.A 20-02-0943	<a href="#"><u>Powers of LBOE under Fair Dismissal Act</u></a>
O.C.G.A 20-02-0944	<a href="#"><u>Letters of Reprimand</u></a>
O.C.G.A 20-02-1160	<a href="#"><u>LBOE tribunal power to determine local school controversies; appeals; special ed provisions</u></a>
O.C.G.A 45-01-0005	<a href="#"><u>Purging personnel records of terminated employee</u></a>
O.C.G.A 45-23-0006	<a href="#"><u>Drug-free Public Work Force Act of 1990-Additional or more stringent sanctions authorized</u></a>
Rule 160-5-1-.37	<a href="#"><u>Teacher and Leader Evaluations</u></a>





## BOARD OF EDUCATION Executive Summary

<p><b><u>Subject:</u></b> Regulation GBN-R(1) - Professional Personnel Evaluation (Revised)</p>	<p><b><u>Category:</u></b>  <input checked="" type="checkbox"/> <b>Action</b>  <input type="checkbox"/> Discussion  <input type="checkbox"/> Information</p>
<p><b><u>Attachments:</u></b> Regulation GBN-R(1) - Professional Personnel Evaluation (Revised)</p>	<p><b><u>Date for Consideration:</u></b> 02/01/2018 BOE Meeting</p>
<p><b><u>Strategic Goal:</u></b>  <b>Strategic Goal #1 - Select, support and retain a highly dedicated, talented, and diverse professional workforce.</b></p> <p>Strategic Goal #2 – Create dynamic learning experiences for all students to close the achievement gap and to prepare them for college and careers.</p> <p>Strategic Goal #3 – Strengthen neighborhood schools through strong collaborations with parent, district, and community members to support student academic growth, socio-emotional development, and physical well-being.</p> <p>Strategic Goal #4 – Strategically leverage resources to improve district programs and implement new initiatives.</p>	<p><b><u>Objective:</u></b>          Performance Objective B: Support and retain highly effective and innovative faculty and staff.</p>

### Background –

- The purpose of the policy committee is to evaluate Board policies and make policy-related recommendations to the full Board for consideration. The Committee shall ensure that Board policies provide for the effective operation of the School District, comply with applicable legal mandates, and**

**are integrated with planning and priorities related to student achievement.**

- **The process we use to review policy in the CCSD is that all proposals to adopt, revise, or rescind Board policies shall be referred to the Policy Committee in accordance with applicable policy (BDC). The Board of Education directs the Superintendent to develop administrative regulations (sometimes referred to as rules) as necessary to implement Board policy. Such regulations should be presented to Policy Committee for recommendation and the Board for approval.**

**Highlights:** Since the charter system contract (O.C.G.A. 20-2-2060) waived the laws governing professional personnel termination, the policy and regulation are needed to articulate how the District will handle these matters. The recommendation is for the CCSD to continue to follow all parts of the Fair Dismissal Act (O.C.G.A. 20-2-940) to the extent permitted by law.

<b>Strengths</b>	<b>Challenges</b>
<ul style="list-style-type: none"><li>• <b>This regulation clearly outlines the specifics of the implementation of the rights afforded by the Fair Dismissal Act.</b></li><li>• <b>The proposed revisions comply with applicable law and are clear.</b></li></ul>	<ul style="list-style-type: none"><li>• <b>The regulation re-states much of the language of the actual Fair Dismissal Act (as permitted by law) and is therefore lengthy.</b></li></ul>

**Recommendation** – It is the recommendation of the Administration that the Board of Education place Board Regulation GBN-R(1) - Professional Personnel Evaluation (Revised) on the table for public comment for 30 days. Any public comment received will be shared with the Board of Education ahead of a final vote.

**Report Back to the Board of Education:**

- 90 Days
- 180 Days
- Annually
- Written Report
- Presentation to the Board
- Next Policy Cycle Review:** January 2020

**Submitted By: Dr. Dawn Meyers, Associate Superintendent of Policy and School Support Services**

**Board of Education Action:**

- Approve
- Reject
- Research/Report Back

## Regulation

Descriptor Code: GBN-R(1)

### Professional Personnel Termination

The purpose of this regulation is to implement Board Policy GBN.

References herein to "local board of education" shall mean the Clarke County Board of Education, and references to the "local superintendent" shall mean the Superintendent of the Clarke County School District.

References herein to the "Code" shall mean the Official Code of Georgia Annotated, including any amendments made thereto. To the extent any such amendment conflicts with anything herein, and such conflict cannot be resolved by application of the ordinary rules of statutory construction, the amendment shall control.

Should a court of competent jurisdiction find any right provided hereunder impossible to provide due the District's charter system status, the provision for such right shall be severed and the remainder of this Regulation GBN-R(1) shall remain in full force and effect.

#### **I. PROCEDURE FOR TERMINATION OR SUSPENSION**

(a) Grounds for termination or suspension. Except as otherwise provided in this subsection, the contract of employment of a teacher, administrator, or other employee having a contract for a definite term may be terminated or suspended for the following reasons:

(1) Incompetency;

(2) Insubordination;

(3) Willful neglect of duties;

(4) Immorality;

(5) Inciting, encouraging, or counseling students to violate any valid state law, municipal ordinance, or policy or rule of the local board of education;

(6) To reduce staff due to loss of students or cancellation of programs and due to no fault or performance issue of the teacher, administrator, or other employee. In the event that a teacher, administrator, or other employee is terminated or suspended pursuant to this paragraph, the local unit of administration shall specify in writing to such teacher, administrator, or other employee that the

termination or suspension is due to no fault or performance issues of such teacher, administrator, or other employee;

(7) Failure to secure and maintain necessary educational training; or

(8) Any other good and sufficient cause.

A teacher, administrator, or other employee having a contract of employment for a definite term shall not have such contract terminated or suspended for refusal to alter a grade or grade report if the request to alter a grade or grade report was made without good and sufficient cause.

(b) Notice. Before the discharge or suspension of a teacher, administrator, or other employee having a contract of employment for a definite term, written notice of the charges shall be given at least ten days before the date set for hearing and shall state:

(1) The cause or causes for his or her discharge, suspension, or demotion in sufficient detail to enable him or her fairly to show any error that may exist therein;

(2) The names of the known witnesses and a concise summary of the evidence to be used against him or her. The names of new witnesses shall be given as soon as practicable;

(3) The time and place where the hearing thereon will be held; and

(4) That the charged teacher or other person, upon request, shall be furnished with compulsory process or subpoena legally requiring the attendance of witnesses and the production of documents and other papers as provided by law.

(c) Service. All notices required by this part relating to suspension from duty shall be served either personally or by certified mail or statutory overnight delivery. All notices required by this part relating to demotion, termination, nonrenewal of contract, or reprimand shall be served by certified mail or statutory overnight delivery. Service shall be deemed to be perfected when the notice is deposited in the United States mail addressed to the last known address of the addressee with sufficient postage affixed to the envelope.

(d) Counsel; testimony. Any teacher, administrator, or other person against whom such charges listed in subsection (a) of this Code section have been brought shall be entitled to be represented by counsel and, upon request, shall be entitled to have subpoenas or other compulsory process issued for attendance of witnesses and the production of documents and other evidence. Such subpoenas and compulsory process shall be issued in the name of the local board and shall be signed by the chairperson or vice chairperson of the local board. In all other respects, such subpoenas and other compulsory process shall be subject to Article 2 of Chapter 13 of Title 24.

(e) Hearing.

(1) The hearing shall be conducted before the local board.

(2) The hearing shall be reported at the local board's expense.

(3) Oath or affirmation shall be administered to all witnesses by the chairperson, any member of the local board, or by the local board attorney. Such oath shall be as follows:

"You do solemnly swear (or affirm) that the evidence shall be the truth, the whole truth, and nothing but the truth. So help you God."

(4) All questions relating to admissibility of evidence or other legal matters shall be decided by the chairperson or presiding officer, subject to the right of either party to appeal to the full local board or hearing tribunal, as the case may be; provided, however, that the parties by agreement may stipulate that some disinterested member of the State Bar of Georgia shall decide all questions of evidence and other legal issues arising before the local board or tribunal. In all hearings, the burden of proof shall be on the school system, and it shall have the right to open and to conclude. Except as otherwise provided in this subsection, the same rules governing nonjury trials in the superior court shall prevail.

(f) Decision; appeals. The local board shall render its decision at the hearing or within five days thereafter.

(g) Superintendent's power to relieve from duty temporarily. The superintendent of a local school system may temporarily relieve from duty any teacher, principal, or other employee having a contract for a definite term for any reason specified in subsection (a) of this Code section, pending hearing by the local board in those cases where the charges are of such seriousness or other circumstances exist which indicate that such teacher or employee could not be permitted to continue to perform his or her duties pending hearing without danger of disruption or other serious harm to the school, its mission, pupils, or personnel. In any such case, the superintendent shall notify the teacher or employee in writing of such action, which notice shall state the grounds thereof and shall otherwise comply with the requirements of the notice set forth in subsection (b) of this Code section. Such action by the superintendent shall not extend for a period in excess of ten working days, and during such period, it shall be the duty of the local board to conduct a hearing on the charges in the same manner provided for in subsections (e) and (f) of this Code section, except that notice of the time and place of hearing shall be given at least three days prior to the hearing. During the period that the teacher or other employee is relieved from duty prior to the decision of the local board, the teacher or employee shall be paid all sums to which he or she is otherwise entitled. If the hearing is delayed after the ten-day period as set out in this subsection at the request of the teacher or employee, then the teacher or employee shall not be paid beyond the ten-day period unless he or she is reinstated by the local board, in which case he or she shall receive all compensation to which he or she is otherwise entitled.

## **II. NONRENEWAL OR DEMOTION**

(a) As used in this Code section, the term:

(1) "Local board of education" or "local board" means a county or independent board of education, a board of education of an area school system, or any agent with the authority to act on behalf of any such board.

(1.1) "School administrator" means any professional school employee certificated by the Professional Standards Commission who is required to hold a leadership certificate and is assigned to a leadership position pursuant to rules of the State Board of Education, Department of Education, Professional Standards Commission, or requirements of local policy or job description.

(2) "School year" means a period of at least 180 school days, or the equivalent thereof as determined in accordance with State Board of Education guidelines, beginning in or about September and ending in or about June.

(3) "School year contract" means a contract of full-time employment between a teacher and a local board of education covering a full school year. A contract of employment for a portion of a school year shall not be counted as a school year contract, nor shall contracts of employment for portions of a school year be cumulated and treated as a school year contract. A contract of employment for any time outside a school year shall not be counted as a school year contract, nor shall contracts of employment for time outside a school year be cumulated and treated as a school year contract. A school year contract is deemed included within a contract of full-time employment between a teacher and a local board of education covering a full calendar or fiscal year.

(4) "Teacher" means any professional school employee certificated by the Professional Standards Commission, but not including school administrators.

(b)(1) A teacher who accepts a school year contract for the fourth consecutive school year from the same local board of education may be demoted or the teacher's contract may not be renewed only for those reasons set forth in subsection (a) of Code Section 20-2-940.

(2) In order to demote or fail to renew the contract of a teacher who accepts a school year contract for the fourth or subsequent consecutive school year from the same local board of education, the teacher must be given written notice of the intention to demote or not renew the contract of the teacher. Such notice shall be given by certified mail or statutory overnight delivery as provided in subsection (c) of Code Section 20-2-940. Such notice shall contain a conspicuous statement in substantially the following form:

"You have the right to certain procedural safeguards before you can be demoted or dismissed. These safeguards include the right to notice of the reasons for the action against you and the right to a hearing. If you desire these rights you must send to the school superintendent by certified mail or statutory overnight delivery a statement that you wish to have a hearing; and such statement must be mailed to the school superintendent within 20 days after this notice was mailed to you. Your rights are governed by subsection (b) of Code Section 20-2-211, Code Section 20-2-940, and Code Sections 20-2-942 through 20-2-947 (except to the extent any right has been found by a court of competent

jurisdiction to be impossible for the District to provide due to its charter system status), and a copy of this law is enclosed."

A copy of subsection (b) of Code Section 20-2-211, Code Section 20-2-940, this Code section, and Code Sections 20-2-943 through 20-2-947 shall be enclosed with the notice. A teacher who is so notified that he or she is to be demoted or that his or her contract will not be renewed has the right to the procedures set forth in subsections (b) through (f) of Code Section 20-2-940 before the intended action is taken. A teacher who has the right to these procedures must serve written notice on the superintendent of the local board employing the teacher within 20 days of the day the notice of the intended action is served that he or she requests a hearing. In order to be effective, such written notice that the teacher requests implementation of such procedures must be served by certified mail or statutory overnight delivery as provided in subsection (c) of Code Section 20-2-940. Within 14 days of service of the request to implement the procedures, the local board must furnish the teacher a notice that complies with the requirements of subsection (b) of Code Section 20-2-940.

(3) A teacher is deemed to have accepted a fourth consecutive school year contract if, while the teacher is serving under the third consecutive school year contract, the local board does not serve notice on the teacher by May 15 that it intends not to renew the teacher's contract for the ensuing school year, and the teacher does not serve notice in writing on the local board of education by June 1 of the third consecutive school year that he or she does not accept the fourth consecutive school year contract.

(4) A teacher who has satisfied the conditions set forth in paragraph (1) of this subsection who is subsequently employed by another local board of education and who accepts a second consecutive school year contract from the local board at which the teacher is subsequently employed may be demoted or the teacher's contract may not be renewed only for those reasons set forth in subsection (a) of Code Section 20-2-940. The provisions set forth in paragraph (2) of this subsection shall likewise apply to such a teacher.

(5) A teacher is deemed to have accepted a second consecutive school year contract if, while the teacher is serving under the first school year contract, the local board does not serve notice on the teacher by May 15 that it intends not to renew the teacher's contract for the ensuing school year, and the teacher does not serve notice in writing on the local board of education by June 1 of the first school year that he or she does not accept the second consecutive school year contract.

(6) Local boards shall make contract offers available to teachers for a minimum ten-day review period. A teacher accepts the contract by signing and returning it any time during the ten-day period.

(c)(1) A person who first becomes a school administrator on or after April 7, 1995, shall not acquire any rights under this Code section to continued employment with respect to any position of school administrator. A school administrator who had acquired any rights to continued employment under this Code section prior to April 7, 1995, shall retain such rights:

(A) In that administrative position which such administrator held immediately prior to such date; and



(B) In any other administrative position to which such administrator has been involuntarily transferred or assigned,

and only in such positions shall such administrator be deemed to be a teacher for the purpose of retaining those rights to continued employment in such administrative positions.

(2) A teacher who had acquired any rights to continued employment under this Code section prior to April 7, 1995, and who is or becomes a school administrator without any break in employment with the local board for which the person had been a teacher shall retain those rights under this Code section to continued employment in the position as teacher with such local board.

(2.1) A local board of education may enter into an employment contract with a school administrator for a term not to exceed three years. During the term of any such contract, that school administrator may not be demoted except as provided in the other subsections of this Code section and may not be terminated or suspended except as provided in Code Section 20-2-940, but the school administrator shall have no right to renewal of such contract. The rights provided under such contracts by this paragraph shall be in addition to any rights which a school administrator may otherwise have under the other provisions of this subsection.

(3) Nothing in this subsection shall affect positions which, prior to April 7, 1995, had no rights to continued employment under this Code section, including coach, athletic director, finance officer, comptroller, business manager, nurse, department head or chairperson, and similar positions. Nothing in this subsection shall impair the rights of teachers or school administrators with respect to their employment under annual contracts, including but not limited to those rights under Code Section 20-2-940.

(4) Notwithstanding the other provisions of this subsection, a local board of education may, as part of its personnel policies, adopt or modify a tenure policy which may include the same policies and procedures for the nonrenewal of contracts for any class or category of school administrators that exist for the nonrenewal of contracts for teachers as set forth in this Code section. Before any adoption or modification of a tenure policy, the local board shall hold a public hearing after at least 30 days' notice published in the local legal organ.

(d) A person who first became a teacher on or after July 1, 2000, shall acquire rights under this Code section to continued employment as a teacher. A teacher who had acquired any rights to continued employment under this Code section prior to July 1, 2000, shall retain such rights.

### **III. POWERS OF BOARD**

(a) In exercising its powers in the enforcement of due process under this part, a local board of education shall be authorized:

(1) Under Code Section 20-2-940 to:

(A) Terminate the contract of the teacher or other school employee;

(B) Suspend a teacher or other school employee without pay for a period of time not to exceed 60 days. In such event, the teacher or employee shall provide no services for the school system and shall receive no compensation but shall be considered an employee on suspended status; or

(C) Reinstatement a teacher or other school employee in the event the teacher or school employee has been temporarily relieved from duty in accordance with this part;

(2) Under Code Section 20-2-942 to:

(A) Nonrenew a teacher's or other school employee's contract;

(B) Renew a teacher's or other school employee's contract; or

(C) Demote a teacher or other school employee from one position in the school system to another position in the school system having less responsibility, prestige, and salary.

(b) Nothing in this part shall be construed as depriving local boards of education and other school officials from assigning and reassigning teachers and other certificated professional employees from one school to another or from assigning and reassigning teachers to teach different classes or subjects.

#### **IV. LETTERS OF REPRIMAND**

A local school superintendent may write a letter of reprimand to a teacher or other school employee for any valid reason. A copy of the letter of reprimand is to remain in the teacher's or employee's permanent personnel file, and the teacher or employee receiving such a letter of reprimand shall have the right to appeal the decision of the superintendent to the local board of education, the hearing to be conducted according to this part. The local board shall have the right either to affirm the decision of the superintendent or to reverse it. If the decision of the local board is to reverse it, the letter of reprimand shall be removed from the teacher's or employee's permanent personnel file.

#### **V. IMPLEMENTING RULES**

The State Board of Education and local boards of education may adopt rules and regulations to implement this part not inconsistent with this part, and the Clarke County Board of Education will abide by such State rules and regulations to the full extent permitted by law.

#### **VI. CONSTRUCTION**

Nothing in this part shall be construed as authorizing a local board of education to enter into contracts with any employees for definite terms where such contracts are not already authorized by existing law or by laws to be enacted hereafter, separately from this part.

#### **VII. PRIMARY FACTOR WHEN IMPLEMENTING REDUCTION IN FORCE**

(a) A local board of education shall not adopt or implement a policy that allows length of service to be the primary or sole determining factor when implementing a reduction in force. The local board shall consider as the primary factor the performance of the educator, one measure of which may be student academic performance.

(b) Any policy that does not comply with subsection (a) of this Code section shall be considered invalid

and the State Board of Education shall be authorized to take action to withhold all or any portion of state funds in accordance with Code Section 20-2-243.

(c) This Code section shall not apply if a local board of education eliminates an entire program.

Procedures Required for Assessment, Re-employment, Dismissal or Non-employment of Professional Personnel

~~I. Principal or Director's Assessment of Professional Personnel~~

~~Assessment of all professional personnel will be completed for every staff member during the school year.~~

~~Professionals working in their second and third years with the district will be assessed a minimum of two (2) times.~~

~~Professionals who have completed at least three (3) consecutive years of employment with the Clarke County School District will have a minimum of one (1) assessment completed in the spring of each year.~~

~~II. Principal or Director's Recommendation for Re-employment, Non-employment, or Dismissal of Professional Personnel\*~~

~~— A. Re-employment~~

~~The principal or director will indicate a recommendation that the employee be re-employed on the forms provided by the personnel office. The Director of Human Resources will notify the employee, by letter, of the school board's decision to re-employ.~~

~~—~~

~~— B. Non-employment~~

- ~~1. Personnel with Less Than Three Consecutive Years of Employment with the Clarke County School District~~
- ~~2. The principal or director will notify the Director of Human Resources of the decision not to re-employ. This notification will be made on the forms provided by the personnel office. The Superintendent will notify the employee, by letter, of the decision not to re-employ. The notification will be delivered by registered letter on or before April 15. Receipt thereof will be attached to the personnel file copy of the letter. Upon request, the Superintendent shall provide a written explanation as to the reason for non-renewal.~~
- ~~3. Personnel with Three or More Consecutive Years of Employment with the Clarke County School District~~
- ~~4. The principal or director will hold at least three (3) conferences with the employee whose performance has been rated "improvement necessary". A record of each conference will be~~

given to the employee and a copy sent to the personnel office to be placed in the employee's folder. The first of these conferences will be held as early as deficiencies are detected. The following procedure will be followed by the principals and directors prior to recommendation of non-employment:

5. ~~Notification of deficiency is made after extensive visitation and observation.~~
6. ~~Explanation of deficiency, in detail, is given in writing and a plan for improvement is agreed upon.~~
7. ~~Assistance is offered and given. Help is designated, scheduled, and worked out together. (Such things as referral to the head of the department, referral to curriculum specialist, arranging for visits to other schools, etc., are suggested.)~~
8. ~~Time is allowed for correction and/or improvement in deficiency. Checks and re-checks must be made by the principal or director, and the outcome of the plan for improvement reviewed.~~
9. ~~The principal or director will submit written progress reports on the steps being taken to assist the employee.~~
10. ~~The principal or director will notify the Director of Human Resources of the decision not to re-employ. This notification will be made on the forms provided by the personnel office. The Superintendent will notify the employee, by letter, of the decision not to re-employ. The notification will be delivered by registered letter on or before April 15. Receipt thereof will be attached to the personnel file copy of the letter. The notification will include a statement of the charges, notice of the decision not to re-employ, and notice of the right to appeal.~~

#### —C. Dismissal

Professional employees may be dismissed from their contracts, or tenured employees may be denied continued employment, for reasons specified by law:

1. Incompetency;
2. Insubordination;
3. Willful neglect of duties;
4. Immorality;
5. Inciting, encouraging or counseling students to violate any valid state law, a municipal ordinance or policy or rule of the local Board of Education;
6. For reduction in staff due to loss of students or cancellation of programs;
7. For failure to secure and maintain necessary educational training;

8. ~~For any other good and sufficient cause.~~

~~The employee will be notified in writing of the charges against him/her. The charges will be stated in sufficient detail to enable the employee to show any error which may exist. The notice will include the names of witnesses and the nature of testimony. The time and place of the hearing shall be specified. Notification of the charges will be given at least then (10) days prior to the date set for the hearing. The notification will be delivered by registered letter and the receipt thereof will be attached to the personnel file copy of the letter.~~

~~The Superintendent may suspend the employee with pay pending the outcome of necessary investigations. (See 20-2-940 (g)).~~

Clarke County Schools

Date Issued:	10/12/2000
	0
Original Date Issued:	10/12/2000
	0

January 4, 2018  
Athens, Georgia

A work session of the Clarke County Board of Education was held on the above date at 6:00 p.m. in room 114 of the H.T. Edwards Sr. Building, located at 440 Dearing Extension, Athens, Georgia.

Mr. Charles Worthy, President, presided.

**PRESENT:** Greg Davis, Vernon Payne, Linda Davis, John Knox, Ovita Thornton, Jared Bybee, Sarah Ellis and Carol Williams and Charles Worthy

**ABSENT:** None

**ALSO PRESENT:** Demond Means, Lynn Duke, Sherri Freeman, Monica Gant, Dawn Meyers, Larry Hammel and Michael Pruett

## **INFORMATION ITEMS**

### **COC/SPLOST Monthly Report:**

The SPLOST Monthly Report dated January 2018 was presented to board members.

### **SPLOST 4 Report:**

The SPLOST 4 and SPLOST 5 reports for the period ending November were presented to board members.

### **Early Head Start/Head Start Policy Council Meeting Minutes & Reports:**

Board members received a copy of the Early Head Start/Head Start Policy Council Meeting minutes dated November 2017 along with program reports.

### **Athens Community Career Academy & Reports - September and October 2017**

Board members received a copy of the Governance Board New Member Orientation Minutes from November 27, 2017.

### **Parent Advisory Board Meeting:**

Carol Williams will represent the Board at the Parent Advisory Board Meeting on January 8, 2018 at Alps Road Elementary School.

## **DRAFT – BOARD ACTION ITEMS**

### **Minutes of Previous Meetings:**

The minutes from the regular meeting held December 7, 2017, the regular meeting held December 14, 2017, will be considered for approval next week.

**Policies to be Adopt/Rescind:**

The following policies, regulations, and exhibit were discussed and will be available for Board approval next week:

Policy JCAE - Weapons (Revised)

**CONSENT AGENDA**

There was a consensus of the Board to consider the following items under Consent Agenda for approval next week: *Out-of-State/Overnight Field Trips, Implement Annual Head Start/Early Head Start Program Governance Plan, Approve the Contract for Internet Access Services, Approve the Contract for Wide Area Network Services, Approve Date, Time, and Place of Work Sessions for 2018, Approve Date, Time, and Place of Regular Meetings for 2018, Approve the 2018-2019 Recommended Academic Calendar.*

**To Be Considered Individually:**

Approve the Government Relations Committee Legislative Agenda for 2018  
Election of Board Officers

**Personnel Recommendations:**

Personnel recommendations will be presented for board approval next Thursday.

**ADJOURNMENT**

There being no further business, on a motion and, seconded, the Board voted unanimously (9-0) to adjourn the work session. The motion passed.

January 11, 2018  
Athens, Georgia

A regular meeting of the Clarke County Board of Education was held on the above date at 6:00 p.m. in the Heritage Hall of the H.T. Edwards Sr. Building, located at 440 Dearing Extension, Athens, Georgia. Mr. Charles Worthy, President, presided.

**PRESENT:**

Greg Davis	Sarah Ellis
John Knox	Carol Williams
Vernon Payne	Ovita Thornton
Linda Davis	Charles Worthy
Jared Bybee	

**ABSENT:** None

**SILENT MEDITATION/PLEDGE OF ALLEGIANCE:**

Guests were invited to join the Board of Education in a moment of silent meditation and pledge of allegiance to the flag.

**RECOGNITION OF ACHIEVEMENT AND AWARDS:**

None

**AMEND AND/OR ADOPT AGENDA:**

On a motion by Sarah Ellis, seconded by Greg Davis, the Board voted unanimously (9-0) to adopt the agenda as presented. The motion passed.

**BOARD REPORTS**

**GSBA**

Mr. Payne and Mr. Bybee spoke briefly on the impressive closing speakers who address the Georgia School Association.

**Government Relations Committee Report**

The Resolution on the 2018 Legislative Agenda was discussed.

**Finance Committee Report**

No report.

**Policy Committee Report**

Sarah Ellis reiterated to the Board members that once "B" policies have been approved by Policy Committee, they will be brought to the Board as one complete package.



### **Property Committee Report**

No report.

### **SUPERINTENDENT REPORT**

Dr. Means spoke of the Strategic Planning Process to kickoff on January 23, 2018 from 12PM - 6PM.

### **POLICY DISCUSSION**

No Policies/Regulations/Exhibits to report.

### **ACTION ITEMS**

#### **Minutes of Previous Meetings:**

On a motion by Vernon Payne, seconded by Linda Davis, the Board voted unanimously (9-0) to approve the minutes of the work session held January 4th and the regular meeting held January 11th, 2018. The motion passed.

#### **Financial Reports:**

Dr. Means recommended approval of the financial reports for December 2017. On a motion by Linda Davis, seconded by Sarah Ellis, the Board voted unanimously (9-0) to approve the financial reports as presented. The motion passed.

#### **Policies/Regulations to be Adopted:**

Dr. Means recommended that the following policies and regulations be adopted: *Policy JCDAE - Weapons (Revised)*. On a motion by Jared Bybee, seconded by Sarah Ellis, the Board voted unanimously (9-0) to approve Policy JCDAE as presented. The motion passed.

### **UPON RECOMMENDATION OF THE SUPERINTENDENT, THE FOLLOWING ITEMS WERE CONSIDERED UNDER CONSENT AGENDA:**

#### **Out-of-State/Overnight Field Trip Requests:**

The Board approval was requested of the following field trip requests:

Clarke Central High School Wrestling DUALS State Meet - January 11-13, 2018

Coile Middle School, Clarke Middle School, BHL Middle School to the Discovery Conference, FFA on January 26-27, 2018 to Covington, GA

Clarke Central High School Wrestling DUALS State Meet, February 8-10, 2018

Clarke Central High School and Cedar Shoals High School FFA State Level Career Development Event on February 9-10, 2018 in Fort Valley, GA

HOSA Annual State Leadership Conference and Competition March 8-10, 2018 in Atlanta, GA

Hilsman MS Science and Energy Team Trout Release Field Trip to Blue Ridge Outdoor Education Center on April 9-10, 2018 in Toccoa, GA

Superintendent's recommendation: Approve the out-of-state/overnight field trip requests as presented.

**Head Start/Early Head Start Program Governance Plan:**

Board approval was requested to implement annual Head Start/Early Head Start Program Governance Plan.

Superintendent's recommendation: Approve the Head Start/Early Head Start Program Governance Plan.

**Internet Access Services:**

Board approval was requested to approve the contract for internet access services from Education Networks of America in the amount of \$48,000.00 annually. Funding would be from the Technology budget.

Superintendent's recommendation: Approve the contract for internet access services from Education Networks of America.

**Approve the contract for Wide Area Network Services:**

Board approval was requested to approve the contract for wide network services from AT&T in the amount of \$259,277.40 annually. Funding is from the Technology budget.

Superintendent's recommendation: Approve the contract for wide area network services from AT&T.

**Approve Date, Time, and Place of Work Sessions of the Board of Education for 2018:**

Board approval was requested to schedule the work sessions for the calendar year 2018 on the first Thursday of each month beginning at 6:00PM at the HT Edwards Sr. Building located at 440-1 Dearing Extension, Athens, GA 30606 with the exception of July.

Superintendent's recommendation: Approve the date, time and place of the work sessions of the Board of Education for 2018.

**Approve Date, Time, and Place of Board Meetings of the Board of Education for 2018:**

Board approval was requested to schedule the Board meetings for the calendar year 2018 on the second Thursday of each month beginning at 6:00PM at the HT Edwards Sr. Building located at 440-1 Dearing Extension, Athens, GA 30606 with the exception of July.

Superintendent's recommendation: Approve the date, time and place of the board meetings of the Board of Education for 2018.

**Approve of the Academic Calendar for 2018-2019:**

Board approval was requested for the proposed 2018-2019 Academic Calendar.

Superintendent's recommendation: Approve the proposed 2018-2019 Academic Calendar.

On a motion by Vernon Payne, seconded by Carol Williams, the Board voted unanimously (9-0) to approve the items listed under Consent Agenda. The motion passed.

**Approve of the Government Relations Committee Legislative Agenda for 2018:**

Board approval was requested for the Government Relations Agenda for 2018.

On a motion by Greg Davis, seconded by Jared Bybee, the Board voted unanimously (9-0) to approve the Government Relations Committee Legislative Agenda for 2018 with four amendments as discussed in the meeting. The motion passed.

**Election of Board President and Vice President Officers:**

Board members were given ballots and instructed to complete and return those ballots to Board Attorney, Michael Pruett. The nominees were announced:

Nominees for president: Jared Bybee and Charles Worthy

Nominees for vice president: Linda Davis and John Knox

Board Members voted as follows:

	President	Vice President
Charles Worthy	Charles Worthy	Linda Davis
Ovita Thornton	Jared Bybee	Linda Davis
Jared Bybee	Jared Bybee	Linda Davis
Linda Davis	Charles Worthy	Linda Davis
John Knox	Jared Bybee	No Vote
Carol Williams	Jared Bybee	John Knox
Sarah Ellis	Jared Bybee	Linda Davis
Greg Davis	Jared Bybee	Linda Davis
Vernon Payne	Charles Worthy	John Knox

The Board voted (6-3) for the election of Jared Bybee as Board President. The Board voted (6-2-1) for the election of Linda Davis as Vice Board President. Both the Board President and Vice President will serve a two-year term.

**Appointment of a Board Member(s) to the Safe Schools Ad Hoc Committee:**

Board members were asked to consider being on the Safe Schools Ad Hoc Committee. The following Board members volunteered: Ovita Thornton, Greg Davis, Jared Bybee and Linda Davis volunteered as the alternate.

**Personnel Recommendations:**

Dr. Means recommended approval of the personnel recommendations. On a motion by Vernon Payne, seconded by Greg Davis, the Board voted unanimously (9-0) to approve the Superintendent's recommendation. The motion passed.

**Executive Session:**

On a motion by John Knox, seconded by Linda Davis, the Board voted unanimously (9-0) to convene in executive session at 6:57PM for the purpose of evaluation of the Superintendent. The motion passed.

On a motion by Sarah Ellis, seconded by Vernon Payne, the Board voted unanimously (9-0) to reconvene in regular session at 7:52PM. The motion passed.

## **ADJOURNMENT**

There being no further business, on a motion by Ovita Thornton, seconded by Linda Davis, the Board voted unanimously (9-0) to adjourn at 7:53PM. The motion passed.

# CLARKE COUNTY SCHOOL DISTRICT

## General Fund Balance Sheet for FY 2018

*As of December 2017*

### Assets

Cash Balance	\$	65,238,888
Taxes Receivable	\$	-
Accounts Receivable	\$	-
Prepaid Expenditures/Expenses	\$	-
Warehouse Inventory	\$	147,010
Interfund Accounts Receivable	\$	47,731,712
<b>TOTAL ASSETS</b>	<b>\$</b>	<b>113,117,610</b>

### Liabilities And Fund Balance

Accounts Payable	\$	5,450
Salary and Benefit Payable	\$	-
Interfund Accounts Payable	\$	47,719,288
<b>TOTAL LIABILITIES</b>	<b>\$</b>	<b>47,724,738</b>
Reserve for Inventory	\$	159,452
Unreserved Fund Balance	\$	65,233,420
<b>TOTAL FUND BALANCE</b>	<b>\$</b>	<b>65,392,872</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$</b>	<b>113,117,610</b>

**\$ -**

# CLARKE COUNTY SCHOOL DISTRICT

## Financial Report for FY 2018

*As of December 2017*

	REVISED BUDGET	YTD RECEIVED/EXP	ENCUMBRANCES	AVAILABLE BUDGET	PCT
<b>REVENUE FROM LOCAL SOURCES</b>					
1110 AD VALOREM TAXES	72,875,965	67,970,739		4,905,226	93.3%
1121 OTHER R/E TAXES	1,100,000	453,304		646,696	41.2%
1191 TITLE AD VALOREM TAX	850,000	242,579		607,421	28.5%
1320 TUITION FROM OTHER GA LUAS	-	-		-	0.0%
1400 TRANSPORTATION FEES	400,000	83,419		316,581	20.9%
1500 INVESTMENT INCOME	272,019	64,198		207,821	23.6%
1910 RENTALS	7,500	345		7,155	4.6%
1990 FEDERAL INDIRECT COST REIMB	175,000	226,556		(51,556)	129.5%
1995 OTHER LOCAL REVENUE	150,000	79,935		70,065	53.3%
5300 SALE OF FIXED ASSETS	-	-		-	0.0%
<b>TOTAL LOCAL REVENUE</b>	<b>75,830,484</b>	<b>69,121,076</b>		<b>6,709,408</b>	<b>91.2%</b>
<b>REVENUE FROM STATE SOURCES</b>					
3120 QBE FORMULA EARNINGS	78,239,518	26,651,087		51,588,431	34.1%
3122 QBE ALLOTMENT-OPERATING COSTS	5,611,658	2,805,574		2,806,084	50.0%
3124 QBE ALLOTMENT REDUCTION	(1,282,886)	(640,942)		(641,944)	50.0%
3125 STATE CATEGORICAL GRANTS	2,515,332	1,257,678		1,257,654	50.0%
3140 QBE CONTRA ACCOUNT	(18,030,801)	(6,073,060)		(11,957,741)	33.7%
3912 ON-BEHALF PAYMENTS-TCHR RETIRE	-	-		-	0.0%
3913 ON-BEHALF PAYMENTS-PSER	-	-		-	0.0%
3995 FUNDS FR OTHER STATE AGENCIES	-	-		-	0.0%
4521 OTH FED GRNTS THR GDOE - AARA	-	-		-	0.0%
<b>TOTAL STATE REVENUE</b>	<b>67,052,821</b>	<b>24,000,337</b>		<b>43,052,484</b>	<b>35.8%</b>
<b>REVENUE FROM FEDERAL SOURCES</b>					
4820 IMPACT AID	40,000	20,089		19,911	50.2%
5200 INCOMING TRANSFER FR OTHER FUNDS	-	23,033		(23,033)	100.0%
<b>TOTAL FEDERAL REVENUE</b>	<b>40,000</b>	<b>43,123</b>		<b>(3,123)</b>	<b>107.8%</b>
<b>TOTAL INCOME</b>	<b>142,923,305</b>	<b>93,164,536</b>		<b>49,758,769</b>	<b>65.2%</b>
<b>EXPENDITURES</b>					
1000 INSTRUCTION	96,881,219	32,992,993	950,004	62,938,223	35.0%
2100 SUPPORT SVCS - PUPIL SERVICES	3,979,321	1,323,243	8,249	2,647,830	33.5%
2210 SUPPORT SVCS - IMPR OF INST SERV	2,875,217	1,044,663	76,880	1,753,674	39.0%
2213 INSTRUCTIONAL STAFF TRAINING	734,708	168,742	21,710	544,256	25.9%
2220 SUPPORT SVCS - EDUC MEDIA	2,095,841	711,504	21,447	1,362,890	35.0%
2300 GENERAL ADMINISTRATION	1,276,914	677,985	13,021	585,908	54.1%
2400 SCHOOL ADMINISTRATION	8,786,782	3,668,167	3,775	5,114,840	41.8%
2500 SUPPORT SVCS - BUSINESS	1,409,781	682,023	119,666	608,092	56.9%
2600 MAINT & OPER OF PLANT SERVICES	15,395,399	7,728,623	426,086	7,240,690	53.0%
2700 STUDENT TRANSPORTATION	9,229,328	3,613,543	133,974	5,481,811	40.6%
2800 SUPPORT SVCS - CENTRAL	2,768,632	1,329,976	26,978	1,411,679	49.0%
2900 OTHER SUPPORT SERVICES	99,264	101,276	2,579	(4,591)	104.6%
3100 SCHOOL FOOD SERVICES	-	-	-	-	0.0%
4000 FACILITIES ACQ & CONST SERVICE	32,242	9,827	-	22,415	30.5%
5000 OTHER OUTLAYS	378,280	278,793	-	99,487	73.7%
<b>TOTAL EXPENDITURES</b>	<b>145,942,928</b>	<b>54,331,357</b>	<b>1,804,368</b>	<b>89,807,203</b>	<b>38.5%</b>

# CLARKE COUNTY SCHOOL DISTRICT

## Professional Legal Services for FY 2018

*As of December 2017*

**Budgeted Amount: \$ 154,960.00**

### YTD Expenses:

<u>Date</u>	<u>Vendor</u>	<u>Amount</u>	<u>Description</u>
09/13/17	Hall Booth Smith P.C	15,621.62	Services for July 2017
10/25/17	Hall Booth Smith P.C	17,797.34	Services for August 2017
11/01/17	Hall Booth Smith P.C	15,178.68	Services for September 2017
11/15/17	Harben Hartley & Hawkins	3,929.13	Services through September 2017
12/06/17	Harben Hartley & Hawkins	490.00	Services through October 2017
12/06/17	Donovan Group LLC	2,916.00	Communications Planning for October 2017
12/06/17	Donovan Group LLC	2,916.00	Communications Planning for November 2017
12/19/17	Hall Booth Smith P.C	11,589.97	Services for October 2017

**Total YTD Expenses: \$ 70,438.74**

**Available Budget: \$ 84,521.26**

# CLARKE COUNTY SCHOOL DISTRICT

## Board Member Travel Expenses for FY 2018

*As of December 2017*

**Budgeted Amount: \$ 18,000.00**

<u>Board Member</u>	<u>Amount</u>
Bybee, Jared	-
Davis, Greg	-
Davis, Linda	-
Ellis, Sarah	-
Knox, John	-
Payne, Vernon	580.00
Thornton, Ovita	-
Williams, Carol	-
Worthy, Charles	-

**Total YTD Expenses: \$ 580.00**

**Available Budget: \$ 17,420.00**



**CLARKE COUNTY SCHOOL DISTRICT**

**Board Member Travel Expenses in Detail for FY 2018**

*As of December 2017*

**Budgeted Amount: \$ 18,000.00**

<b>Date</b>	<b>Description</b>	<b>Jared Bybee</b>	<b>Greg Davis</b>	<b>Linda Davis</b>	<b>Sarah Ellis</b>	<b>John Knox</b>	<b>Vernon Payne</b>	<b>Ovita Thornton</b>	<b>Carol Williams</b>	<b>Charles Worthy</b>	
12/19/17	GSBA Legal Issues Workshop and Annual Conference						580.00				
<hr/>											
		-	-	-	-	-	580.00	-	-	-	<b>\$ 580.00</b>

**Available Budget: \$ 17,420.00**



**BOARD OF EDUCATION  
Executive Summary**

<p><b><u>Subject:</u></b> Clarke Central FFA trip to the Success Leadership Conference and Greenhand Jamboree, Covington, GA</p>	<p><b><u>Category:</u></b>  <input checked="" type="checkbox"/> Action  <input type="checkbox"/> Discussion  <input type="checkbox"/> Information</p>
<p><b><u>Attachments:</u></b></p>	<p><b><u>Date for Consideration:</u></b> March 2-3, 2018</p>
<p><b><u>Strategic Goal:</u></b>  Strategic Goal #2 – Create dynamic learning experiences for all students to close the achievement gap and to prepare them for college and careers.</p>	<p><b><u>Objective:</u></b>  <a href="#">Link to Strategic Goal</a>  <b><i>Performance Objective E:</i></b> Establish positive school cultures and classroom management practices that support students’ academic, emotional, and social needs.</p>

**Background –**

**1. The field trip itinerary;**

Agenda is attached [here](#)

**2. Cost associated with the trip (cost per student);**

**\$50 per student, which includes meals, lodging, and a conference T-Shirt.**

**3. Fundraising activity (if any); None**

**4. Alternative payment plans for students who can not afford to pay for the trip;**

**Students who cannot afford to pay for the trip have two options. They can:**

- 1. Assist in the greenhouse for a set number of hours to earn the money to pay for the trip**
- 2. Apply for a scholarship through the chapter funds to have their trip fully paid**

**5. Alignment of the trip experience to the district's curricular mission;**

**Students will obtain growth in social-emotional well-being. Students will engage with leaders and role models in the Georgia FFA Association, and look within themselves to reflect on their leadership ability and well being.**

**6. Security or safety protocol for the trip; and**

Students will be staying at a fully staffed leadership center designed exclusively for FFA leadership events. All area of the camp will have 3-5 chaperones present at all times. There is a full time security station, and nurses station, should any issues or injuries occur.

**7. Number of chaperones, the number of chaperones who are staff vs. number of chaperones who are parents, and the overall chaperone to student ratio. There will be 15 students attending, with 1 chaperone.**

**Highlights –**

- Students will gain leadership skills they cannot attain in a regular classroom setting
- Students will get out of their comfort zones

Strengths	Challenges
<p>Student will be able to engage in high quality leadership development.</p> <p>Students will meet others from across the state of Georgia.</p>	<p>Costs for students</p>

**Recommendation –** It is the recommendation of the Administration that the Board of Education approve Clarke Central High School overnight trip to the FFA Success Leadership Conference in Covington, GA.

<p><b>Action Steps:</b></p> <ol style="list-style-type: none"> <li>1. Advertise opportunity for students</li> <li>2. Advertise scholarship and fundraiser opportunities</li> <li>3. Communicate with parents on the details of the trip</li> <li>4. Prepare students with itinerary and overview of trip.</li> </ol>	<p><b>Timeline:</b></p> <ol style="list-style-type: none"> <li>1. introduce the trip during the Greenhand Ceremony and Leadership Night (Jan)</li> <li>2. Recruit students who are interested (Jan)</li> <li>3. Set up work nights to earn money towards trip (Feb)</li> <li>4. Review scholarship applications (Feb)</li> <li>5. Accept Final Payments (Feb)</li> </ol>
<p><b>Responsible Leadership:</b> Jillian Gordon</p>	<p><b>Status:</b> Pending</p>

**Report Back to the Board of Education:**

- 90 Days
- 180 Days
- Annually
- Written Report
- Presentation to the Board

**Submitted By:**

**Jillian Gordon**

**Board of Education Action:**

- Approve
- Reject
- Research/Report Back



**BOARD OF EDUCATION**  
**Executive Summary**

<p><b><u>Subject:</u></b> Cedar Shoals High School SKILLSUSA State Leadership Conference Georgia International Convention Center Atlanta, GA</p>	<p><b><u>Category:</u></b> ✓ Action</p>
<p><b><u>Attachments:</u></b> <b>Itinerary attached</b></p>	<p><b><u>Date for Consideration:</u></b> Mar 22-24, 2018</p>
<p><b><u>Strategic Goal:</u></b> Strategic Goal #1 - to provide students a real-world science experience in which they apply what they have learned in the classroom to the field and laboratory.  Strategic Goal #3 – Strengthen neighborhood schools through strong collaborations with parent, district, and community members to support student academic growth, socio-emotional development, and physical well-being.  Strategic Goal #4: Strategically leverage resources to improve district programs and implement new initiatives.</p>	<p><b><u>Objective:</u></b> Objective for Goal #1- Students will be provided with instruction on skills that are applied in a career setting and learn to apply the knowledge with fidelity at an appropriate industry level.  <b><i>Performance Objective B:</i></b> Expand opportunities for parent and community members to build partnerships that support learning and achievement.</p>

**Background –**

1. The field trip itinerary;

**Thursday March 22, 2018**

Board bus and leave Cedar Shoals at 6:00am  
 Arrive at Georgia International Convention Center at 8:00 am, bus will drop off and return to Athens  
 Register for SkillsUSA conference, and check into hotel  
 Attend leadership events and competitions at the SkillsUSA conference, eat on sight.  
 Return to hotel at 6:00 pm

**Friday, March 23, 2018**

8:00 am return to Georgia International Convention Center for leadership events and contests.  
 6:00 pm return to hotel

**Saturday, March 24, 2018**

8:00 leave hotel and travel to Georgia International Convention Center

1 pm Bus pick up at hotel

3 pm arrive at Cedar Shoals

2. Cost associated with the trip (cost per student);

Conference Registration \$75 each

Meals: \$50

Hotel \$150

3. Fundraising activity (if any);

Car washes

4. Alternative payment plans will be assessed by the individual FFA Advisors to suit their student needs.

5. Alignment of the trip experience to the district's curricular mission; The field trip aligns to the District Goals in that SkillsUSA is providing the members with meaningful science/career/or art based instruction in career related activities and having them become proficient in this area.

6. Security or safety protocol for the trip; Proper permission slips including medical information and parent contact information will be with the SkillsUSA Advisers at all times. Students will be adult supervised at all times. Students with medical conditions will be observed at all times. Both advisers will be made aware of any student medical conditions that may warrant their attention. Notification of allergies, diabetes, asthma, and other serious conditions will be shared with the advisors. Advisors will ensure that if there are necessary students medications they are available to the prescribed student as needed. Students will be made aware of transportation emergency procedures before bus departure. Students will be housed in close proximity of their advisor, or in the case of males, an appropriate chaperone will be housed with them.

7. Chaperones: 2 CTAE teachers, 1 parent, 6 students 1:2 ratio

**Highlights –**

Students will benefit in that they will get to experience real world career related activities that will excite them about their future potential.

<b>Strengths</b>	<b>Challenges</b>
<b>Students will benefit in that they will get to experience real world career related activities that will excite them about their future potential.</b>	<b>Challenges will be in coordinating the training of the students. that they can all have access to the resources.</b>

**Recommendation** – It is the recommendation of the Administration that the Board of Education approve Cedar Shoals High School overnight SkillsUSA State Leadership Conference in Atlanta, GA

<p><b>Action Steps:</b>  <b>Recruitment of students</b>  <b>Coordinate training</b>  <b>Fundraising</b>  <b>Making arrangements for accomodations</b></p>	<p><b>Timeline:</b>  <b>Introduction of the trip until the date of the trip</b>  <b>Request approval Jan 4th, 2018</b>  <b>1/4/18 until Gather resources</b>  <b>Practice with students</b>  <b>March attend State Leadership Convention</b></p>
<p><b>Responsible Leadership:</b>  <b>Trippi Shaw and Dave Darden</b></p>	<p><b>Status:</b>  <b>Pending</b></p>

**Report Back to the Board of Education:**

- 90 Days
- 180 Days
- Annually
- Written Report
- Presentation to the Board

**Submitted By:**  
**Trippi Shaw, Cedar Shoals High School**

**Board of Education Action:**

- Approve
- Reject
- Research/Report Back



**BOARD OF EDUCATION**  
**Executive Summary**

<p><b><u>Subject:</u></b> Fourth Grade at Judia Jackson Harris Elementary School Rock Eagle 4-H Center Eatonton, GA</p>	<p><b><u>Category:</u></b> ✓ Action</p>
<p><b><u>Attachments:</u></b> <b>2018 itinerary attached.</b></p>	<p><b><u>Date for Consideration:</u></b> April 5-6, 2018</p>
<p><b><u>Strategic Goal:</u></b>  Strategic Goal #2 – Create dynamic learning experiences for all students to close the achievement gap and to prepare them for college and careers.</p>	<p><b><u>Objective:</u></b>  <a href="#"><u>Link to Strategic Goal</u></a> <b><i>Performance Objective A:</i></b> Implement courses and programs of study to ready all students for college and careers. <b><i>Performance Objective B:</i></b> Implement research-based instructional strategies aligned with the CCSD Commitments for High Student Performance.</p>

**Background –**

For the past 30 years we have been sharing our "classroom without walls" with students from across the southeast. As of the fall of 2017, the Georgia 4-H Environmental Education program has served a combined total of over 1,112,000 participants since its inception in 1979! We hope to share our experience and love for the outdoors with you and your students.

While at Rock Eagle, students will gain a greater awareness of themselves as well as the natural world around them. This unique experience builds strong bonds between students and their peers as well as between students and their teachers.



# 1. The field trip itinerary

## One Night / Two Day Program

Day 1	
10:00 a.m.	Arrive and move into cabins
TBA**	Lunch
12:30-2:30 p.m.	Session # 1
2:30-3:00 p.m.	Break
3:00-5:00 p.m.	Session # 2
TBA**	Dinner
7:00-9:15 p.m.	Evening programming (Rock Eagle led or independent classes)
Day 2	
TBA**	Breakfast (move out of cabins before breakfast)
8:30-10:30	Session # 3
TBA**	Lunch
	Depart

## 2. Cost associated with the trip (cost per student) \$85

## 3. Fundraising activity (if any):

- Go fund Me
- Doughnut Sale Fundraiser
- Fundraising opportunities with 5th graders- Pencil Sale

## 4. Alternative payment plans for students who cannot afford to pay for the trip:

Extended payment plans, Scholarships

## 5. Alignment of the trip experience to the district's curricular mission

The activities and learning experiences at this camp directly matches CCSD's mission to offer:

“challenging and innovative learning opportunities that support the development of students’ individual talents”

## 6. Security or safety protocol for the trip

Security on site at Rock Eagle Camp with minor first aid equipment.

Students are subject to the rules and guidelines of Judia Jackson Harris Elementary School and CCSD while at the center.

## 7. Number of chaperones, the number of chaperones who are staff vs. number of chaperones who are parents, and the overall chaperone to student ratio.

6 Teachers 76 Students in Total

## Highlights –

Experiential learning through a variety of classes and hands-on activities. An opportunity to enhance critical thinking and problem solving skills. Community-building opportunities, as well as the opportunity to build a sense of awareness for the environment and life and social skills.

Strengths	Challenges
Students benefit from learning firsthand in a unique, real world setting.	The cost of the trip

**Recommendation** – It is the recommendation of the Administration that the Board of Education approve Judia Jackson Harris Elementary School Rock Eagle overnight trip in Eatonton, GA.

<b>Action Steps:</b> >Submit Field Trip Request form. >Send Letter, Registration form, and payment plan to parents. >Organize and hold Fundraiser. >Collect and appropriate funds for Registration and Bus.	<b>Timeline:</b> >December: Hold School-Level Informational Meeting >January: Send letter home to parents with payment plan and registration form attached. Hold a Parent Interest Night to explain trip in detail. January-March: Collect Money in installments for trip. March: Hold Information Night of what to expect for the trip.
<b>Responsible Leadership:</b> Beverly Harper Alon Hammond	<b>Status:</b> Pending

**Report Back to the Board of Education:**

- 90 Days
- 180 Days
- Annually
- Written Report
- Presentation to the Board

**Submitted By:**  
 Xernona Thomas

**Board of Education Action:**

- Approve
- Reject
- Research/Report Back



**BOARD OF EDUCATION  
Executive Summary**

<p><b><u>Subject:</u></b> Clarke Middle School GEMs group Overnight trip to Atlanta, GA</p>	<p><b><u>Category:</u></b> ✓ Action</p>
<p><b><u>Attachments:</u></b> <a href="#">Trip Itinerary</a></p>	<p><b><u>Date for Consideration:</u></b> Apr 20- 21, 2018</p>
<p><b><u>Strategic Goal:</u></b></p> <p>Strategic Goal #1 - to provide students a real-world science experience in which they apply what they have learned in the classroom to the field and laboratory. <a href="#">Six Flags Physical Science Workbook</a></p> <p>Strategic Goal #2 – Create dynamic learning experiences for all students to close the achievement gap and to prepare them for college and careers.</p>	<p><b><u>Objective:</u></b></p> <p><b>Goal II: Create dynamic learning experiences for all students to close the achievement gap and to prepare them for college and careers.</b></p> <p><i>Performance Objective A:</i> Implement courses and programs of study to ready all students for college and careers.</p>

**Background –**

**We are requesting this trip to provide our students with an opportunity to visit Atlanta and immerse them in the rich African American culture and history the city offers by visiting Spelman College, the King Center and the Apex Museum. We will also provide students with a real world science experience where they can apply what they have learned in the classroom while visiting Six Flags over Georgia.**

Our mission is to mentor girls and meet our 7Es: set high **EXPECTATIONS**, **ENCOURAGE** literacy and communication, **ENRICH** talents and gifts, **EXPLORE** various career fields, **ENLIGHTEN** experiences in various aspects of life, promote academic **EXCELLENCE**, and **ENGAGE** in service to others.

- Expectations: these are our monthly goal for the mentorship program and the guidelines we expect all GEMs to abide by.
- Encouragement: each quarter, we will engage in a book study/literature circle with a text that promote the empowerment and awareness of women and girls.

- Enrichments: each GEM is expect to compete in at least one extracurricular competition/contest. Mentors will work closely with GEMs to provide support and guidance.
- Explorations: each quarter, we will embark upon excursions to various field trips to widen our perspectives and provide exposure to various parts of our community.
- Enlightenments: each quarter, we will invite guest speakers to offer insight into their lives and careers as well as support our empowerment initiative.
- Excellence: all GEMs are expected to maintain academic success in all their classes. Mentors will work closely with GEMs to provide support and guidance.
- Engagements: each quarter, we will engage in service projects to show appreciation and support for our community.

1. [Field Trip Itinerary](#)

2. **Cost for trip: \$150 per student (all fees and meals included)**

3. **Fundraising in February has been approved at school level. We are seeking to add fundraising events in January, March, and April as well.**

4. **Go Fund campaigns and various school sponsors will be used for students who show interest, but are unable to pay.**

5. **We project 45 girls will participate in this experience. Our chaperone to student ratio will be 1:5. We have teachers who are certified in CPR and a lifeguard traveling with us. All necessary medical supplies will be readily available as needed.**

6. **Parents are encouraged to meet us in Atlanta, but will be responsible for own travel, room and board.**

**Highlights –**

**Many of the young ladies have never been away from home and this experience will be a first for them. The opportunity to fellowship and build lifelong relationships through this experience will be life changing for our participants.**

Strengths	Challenges
<ul style="list-style-type: none"> <li>-Immerse in African American Culture</li> <li>-Fellowship with friends</li> <li>-Build new relationships</li> <li>-Visit historical landmarks in Atlanta</li> <li>-Close to home</li> <li>-Real-life physical science application</li> <li>-Build a sense of pride</li> <li>-Exposure to positive female role models</li> <li>-College visit to HBCU</li> </ul>	<ul style="list-style-type: none"> <li>Money being paid on time by parents</li> </ul>

**Recommendation –** It is the recommendation of the Administration that the Board of Education approve Clarke Middle School overnight trip to Atlanta, Georgia.

<p><b>Action Steps:</b>          -Approval at school level (12/7/17)          -Parent Information Meeting (12/12/17)          -Fundraising Approved (12/7/17)          -Collecting funds for trip at CMS          -Contracts sign for charter bus and hotel by school principal          -Parent Meeting 2/15 at 4:30pm          -Mandatory Parent Meeting 4/5 at 4:30pm</p>	<p><b>Timeline:</b>          -Approval at school level          -Charter bus contract          -Hotel rooms contract and vendor info sent          -All reservations made as needed          -Fundraising events continue</p> <p>Timeline will be updated periodically</p>
<p><b>Responsible Leadership:</b>          Stephanie J. McKee</p>	<p><b>Status:</b>          Pending</p>

**Report Back to the Board of Education:**

- 90 Days
- 180 Days
- Annually
- Written Report
- Presentation to the Board

**Submitted By:**

Stephanie J. McKee

**Board of Education Action:**

- Approve
- Reject
- Research/Report Back



**BOARD OF EDUCATION**  
**Executive Summary**

<p><b><u>Subject:</u></b> Clarke Central High School Cedar Shoals High School Clarke Middle School Hilsman Middle School Coile Middle School BHL Middle School FFA State Convention, Agriscience Fair competition, and GGIA Certification in Macon, GA</p>	<p><b><u>Category:</u></b> ✓ Action</p>
<p><b><u>Attachments:</u></b></p>	<p><b><u>Date for Consideration:</u></b> Apr 26- 28, 2018</p>
<p><b><u>Strategic Goal:</u></b> Strategic Goal #1 - to provide students a real-world science experience in which they apply what they have learned in the classroom to the field and laboratory.  Strategic Goal #3 – Strengthen neighborhood schools through strong collaborations with parent, district, and community members to support student academic growth, socio-emotional development, and physical well-being.  Strategic Goal #4: Strategically leverage resources to improve district programs and implement new initiatives.</p>	<p><b><u>Objective:</u></b> Objective for Goal #1- Students will be provided with instruction on skills that are applied in a career setting and learn to apply the knowledge with fidelity at an appropriate industry level.  <b><i>Performance Objective B:</i></b> Expand opportunities for parent and community members to build partnerships that support learning and achievement.</p>

**Background –**

1. The field trip itinerary;

**Thursday, April 26, 2018**

High schools will board the bus and leave from Cedar Shoals (8 am) Clarke Central (9 am)  
Arrive in Macon at 11:30 and eat lunch on the Northside of Macon  
Check-in to hotel and allow students to change into Official Dress  
2 pm Travel to Macon Centraplex for Career show and setup of Agriscience projects.  
5 pm dinner  
6:30 pm Centraplex opening session of State Convention

9:30 pm travel back to hotel for the evening

**Friday, April 27th, 2018**

Board bus from hotel at 7:30 am arrive at Centraplex by 8 am.

Students will compete in Agriscience Fair, serve as official delegates, or attend leadership sessions until lunch.

Board bus and go to lunch at approx noon

2 pm return to Centraplex for afternoon session

4 pm leave Centraplex to return to go to dinner

6 pm return to Centraplex for evening session

8 pm return to hotel to change and go to recreation

**Saturday, April 28th, 2018**

Board bus from hotel to Centraplex by 8 am

Depart Centraplex at 2 pm for home

2. Cost associated with the trip (cost per student);

Lodging: \$40

Meals: \$60

Recreation - \$15 (optional)

Registration - determined by individual chapters

3. Fundraising activity (if any);

To be determined by the individual FFA Chapters with approval from their principals and the superintendent.

4. Alternative payment plans will be assessed by the individual FFA Advisors to suit their student needs.

5. Alignment of the trip experience to the district's curricular mission; The field trip aligns to the District Goals in that FFA is providing the members with meaningful science based instruction in career related activities and having them become proficient in this area. Students competing in the Agriscience Fair will conduct authentic research projects under the supervision of their advisor for this competition.

6. Security or safety protocol for the trip; Proper permission slips including medical information and parent contact information will be with the FFA Advisors at all times. Students will be adult supervised at all times. Students with medical conditions will be observed at all times. All advisors will be made aware of any student medical conditions that may warrant their attention. Notification of allergies, diabetes, asthma, and other serious conditions will be shared with the advisors. Advisors will ensure that if there are necessary students medications they are available to the prescribed student as needed. Students will be made aware of transportation emergency procedures before bus departure. Students will be housed in close proximity of their advisor, or in the case of males, an appropriate chaperone will be housed with them.

7. Chaperones: 6 Agriscience teachers, 4 volunteers, 70 students. 1:7 ratio

**Highlights –**

Students will benefit in that they will get to experience real world career related activities that will excite them about their future potential and science. While on this trip they will have many opportunities to interact in a positive manner with students from their own school, as well as many other schools. These students will observe the honors and awards that are given to FFA members and learn how to set goals for themselves to achieve these honors themselves.

<b>Strengths</b>	<b>Challenges</b>
<p><b>Students will benefit in that they will get to experience real world career related activities that will excite them about their future potential.</b></p> <p><b>Students will interact with FFA members from across the state and see how positive the influence can be.</b></p>	<p><b>Challenges will be in coordinating the working with the students to complete all the necessary components of their research projects in a timely manner.</b></p> <p><b>And to ensure that no financial barriers keep any student from attending.</b></p>

**Recommendation –** It is the recommendation of the Administration that the Board of Education approve Burney Harris Lyons FFA, Cedar Shoals FFA, Clarke Central FFA, Clarke Middle FFA, Hilsman FFA and WR Coile FFA for the overnight FFA State Convention in Macon, Georgia.

<p><b>Action Steps:</b>  <b>Recruitment of students</b>  <b>Assisting students with completing the scientific research</b></p> <p><b>Making arrangements for accomodations</b></p>	<p><b>Timeline:</b>  <b>Introduction of the trip until the date of the trip</b>  <b>Request approval</b>  <b>Complete Agriscience Fair research, turn in appropriate paperwork for each student</b></p>
<p><b>Responsible Leadership:</b>  <b>Julie Throne, Debbie Mitchell, Barb Saunders, Renee Smith, Jillian Gordon, Eden Hulsey</b></p>	<p><b>Status:</b>  <b>Pending</b></p>



**Report Back to the Board of Education:**

- 90 Days
- 180 Days
- Annually
- Written Report
- Presentation to the Board

**Submitted By:**

**Julie Throne, Cedar Shoals High School**

**Board of Education Action:**

- Approve
- Reject
- Research/Report Back



**BOARD OF EDUCATION**  
**Executive Summary**

<p><b><u>Subject:</u></b> Judia Jackson Harris Elementary School Overnight Trip to Driftwood Education Center in St. Simons Island, Georgia</p>	<p><b><u>Category:</u></b> ✓ Action</p>
<p><b><u>Attachments:</u></b> 2015-2016 itinerary included. 2018's itinerary will be very similar.</p>	<p><b><u>Date for Consideration:</u></b> May 2-4, 2018</p>
<p><b><u>Strategic Goal:</u></b> Strategic Goal #2 – Create dynamic learning experiences for all students to close the achievement gap and to prepare them for college and careers.</p>	<p><b><u>Objective:</u></b> <a href="#"><u>Link to Strategic Goal</u></a> <b><i>Performance Objective A:</i></b> Implement courses and programs of study to ready all students for college and careers.</p>

**Background**

Driftwood Education Center is a facility that provides a variety of learning opportunities and new experiences for students. Students will not only have the opportunity to visit a beach, but they will also participate in learner-based classes and hands-on activities that promote personal growth as well as critical thinking and problem solving. The program allows students to stay on the property in cabins, where they will have the chance to bond with their classmates and teachers to further build a sense of community. Driftwood's mission is to teach students about aquatic ecosystems while providing students with the tools to further develop social and life skills. These classes teach the students the importance of preserving these aquatic resources and the importance of being responsible members of society.

1. The field trip itinerary

Sample from years prior. Anticipated to be the same/similar. Team has chosen similar activities. Schedule set by Driftwood.

	<b>Burrfish</b>	<b>Sea Anemone</b>	<b>Sting Ray</b>	<b>Sea Turtle</b>
<b>Wed</b> 1:30-3:15	Living Beach	Barrier Island Dynamics	Living Beach	Barrier Island Dynamics
3:35-5:05	Barrier Island Dynamics	Living Beach	Barrier Island Dynamics	Living Beach
<b>Thurs</b> 8:45-10:15	Gator Tales	Turbid Waters	Ocean Motion	Merely Plankton
10:35-12:05	Muck, Snails & Rails	Muck, Snails & Rails	Merely Plankton	Gator Tales
1:45-3:15	Ocean Motion	Merely Plankton	Gator Tales	Turbid Waters
3:35-5:05	Merely Plankton	Gator Tales	Muck, Snails & Rails	Muck, Snails & Rails
<b>Fri</b> 8:45-10:15	Turbid Waters	Ocean Motion	Turbid Waters	Ocean Motion
10:35-11:15	LORAX AND SHARING CIRCLE			

2. Cost associated with the trip (cost per student) \$150 each
3. Fundraising activity (if any): Percentage Nights (2 at Zaxby's), Smencil Sale (scented pencils), Penny Drive, Hat Day, Donut Sales
4. Alternative payment plans for students who cannot afford to pay for the trip:  
Partial Scholarships and extended payment plan
5. Alignment of the trip experience to the district's curricular mission

The activities and learning experiences at this conference directly matches CCSD’s mission to offer: “challenging and innovative learning opportunities that support the development of students’ individual talents”

6. Security or safety protocol for the trip

Students are subject to the rules and guidelines of J.J. Harris Elementary while on the trip, as well as the rules of the Driftwood Education Center.

7. Number of chaperones, the number of chaperones who are staff vs. number of chaperones who are parents, and the overall chaperone to student ratio.

6 Teachers : 65 Students in Total

**Highlights**

Experiential learning through a variety of classes and hands-on activities. An opportunity to enhance critical thinking and problem solving skills. Community-building opportunities, as well as the opportunity to build a sense of awareness for the environment and life and social skills.

Strengths	Challenges
<p>Advanced opportunities for learning from local experts.</p> <p>Experience for students outside of norms that will help bring student’s individual talents</p>	<p>The cost of the trip.</p>

**Recommendation** – It is the recommendation of the Administration that the Board of Education approve Judia Jackson Harris Elementary School on an overnight trip to Driftwood Education Center in St. Simons Island, Georgia.

<p><b>Action Steps:</b></p> <ul style="list-style-type: none"> <li>-Submit Field Trip Request form.</li> <li>-Send Letter, Registration form, and payment plan to parents.</li> <li>-Organize and hold Fundraisers.</li> <li>-Collect and appropriate funds for Driftwood activities and charter bus</li> </ul>	<p><b>Timeline:</b></p> <ul style="list-style-type: none"> <li>-Dec.: Hold School-Level Informational Meeting at 5th grade parent breakfast.</li> <li>-Jan: Send letter home to parents with payment plan and registration form attached.</li> <li>-Jan-March.: Collect payments</li> <li>-Jan-March: Hold Fundraisers</li> <li>-March: Pay 20% deposit</li> <li>-April: Final Student Count</li> </ul>
---	---

	-April: Meet again to to discuss itinerary, classes, security guidelines, and general expectations for behavior and participation.
<b>Responsible Leadership:</b> Beverly Harper (JJH)	<b>Status:</b> Pending

**Report Back to the Board of Education:**

- 90 Days
- 180 Days
- Annually
- Written Report
- Presentation to the Board

**Submitted By:**

Heidi Choudhury  
Jessica Howard  
Madeline Kennon  
Chris Anani

**Board of Education Action:**

- Approve
- Reject
- Research/Report Back



**BOARD OF EDUCATION  
Executive Summary**

<p><b><u>Subject:</u></b> CMS, HMS, CCHS, CSHS, GES, HBS, Special Olympics Games in Atlanta, GA.</p>	<p><b><u>Category:</u></b> ✓ Action</p>
<p><b><u>Attachments:</u></b></p>	<p><b><u>Date for Consideration:</u></b> <b>May 18-20, 2018</b></p>
<p><b><u>Strategic Goal:</u></b></p> <p>Strategic Goal #3 – Strengthen neighborhood schools through strong collaborations with parent, district, and community members to support student academic growth, socio-emotional development, and physical well-being.</p>	<p><b><u>Objective:</u></b></p> <p><b><i>Performance Objective E:</i></b> Implement systems in collaboration with agencies to support the health and wellness of children to improve academic performance.</p>

**Background** – Requesting to attend Special Olympics State Games event for CCSD Special Olympics athletes to participate in competition at a higher level, experience traveling with a group and staying away from home. All students who have a current physical are eligible to attend as long as they have parent permission. All students have been provided the opportunity to get a completed physical.

**1. The field trip itinerary--**

**Tentative Itinerary:**

**FRIDAY—**

- 1:30—Depart from Clarke Middle School
- 3:00pm-Check-in: Report to Dorm—Longstreet-Means Hall
- 5:30pm-Dinner at DUC—ALL
- 7:00pm-line up for Opening Ceremonies @ MCDONOUGH FIELD  
**TAKE FLAG!!!!!!**
- 7:30pm-8:30pm-Opening Ceremonies @ MCDONOUGH FIELD
- 8:30pm-10:00pm—DANCE @ MCDONOUGH FIELD
- 8:30pm-Coaches mtg—Woodruff PE center-see handbook for meeting room assignments
- 10:00pm- return to dorm-shower/snack/ready for bed
- 11:30pm-Lights out

**SATURDAY-9:30-3:30—Olympic Town and Vision/Dental Screening/Fit Feet**

- Choice of Venue:** ALL Level A Aquatics
- 6:15-8:30am-Breakfast-DUC

8:00am-11:00am and 1:30pm-4:30pm—**Soccer Skills(9)** @ Candler Field: **TAKE CANOPY/TARPS/SNACKS; SEE MAP FOR BUS PICKUP.**

9:30am—**Gymnastics 2(3)** @ Woodruff PE Center Main Gym-Session 2-all Level 2;

**9:30am-3:30pm-OLYMPIC TOWN (McDonough Field)**

**9:30am-3:30pm-FIT FEET/VISION/DENTAL SCREENINGS (PE Center)**

10:00am-**Flag Football(9)** @ Candler Field (Field 2): **TAKE CANOPY/TARPS/SNACKS; SEE MAP FOR BUS PICKUP. NEED TO BE AT THE VENUE AT LEAST 30MIN BEFORE GAME TIME.**

11:00am-1:30pm—Lunch-DUC: ALL

1:00am—**Gymnastics 4 (4)**@ Woodruff PE Center Main Gym-Session 4-Level 1—ages 8-15

1:30pm-4:30pm—**Soccer Skills** @ Candler Field: **TAKE CANOPY/TARPS/SNACKS; SEE MAP FOR BUS PICKUP.**

3:30pm—**Gymnastics 5 (3)**@ )@ Woodruff PE Center Main Gym-Session 4-Level 1—ages 16 & over;

4:00pm—RETURN TO DORM-shower and ready for dinner and dance

6:00pm-7:30pm—Dinner-DUC

8:00pm-10:00pm—MOVIE @ MCDONOUGH FIELD

10:00pm-11:00pm—Pizza

10:30pm—Lights out

### **SUNDAY—ALL ATHLETES GO CHEER FOR LEVEL A AQUATICS**

6:15am-8:30am—Breakfast-DUC—cheer for Aquatics/pack up rooms

8:00am-12:00pm—**Level A Aquatics @ (coaches in the water PLEASE!!!)**

12:00pm—Meet at Dorm to pack up and eat LUNCH—everyone packed and ready to load buses

1:30pm—Load buses/LEAVE FOR HOME

3:00pm—ARRIVE AT Clarke Middle School, Baxter St Lot

**2. Cost associated with the trip (cost per student)--NONE, ALL COSTS COVERED BY SPECIAL OLYMPICS**

**3. Fundraising activity (if any)-ONGOING**

**4. Alternative payment plans for students who can not afford to pay for the trip--NO COSTS FOR THE STUDENTS**

**5. Alignment of the trip experience to the district's curricular mission--**

**This trip will aligns with the student's IEP transition goals and curriculum providing opportunities and experiences to participate and interact with various community members and environments. To provide sports training and athletic competition in a variety of Olympic-type sports for children and adults with intellectual disabilities, giving them continuing opportunities to develop physical fitness, demonstrate courage, experience joy, and participate in the sharing of gifts, skills and friendship with their families, other Special Olympics athletes and the community.**

**6. Security or safety protocol for the trip--All chaperones have completed [concussion training](#), [code of conduct training](#), [class A volunteer screening](#), [housing policy](#), [protective behaviors training](#),**

**7. Number of chaperones, the number of chaperones who are staff vs. number of chaperones who are parents, and the overall chaperone to student ratio--50 STUDENTS/20 STAFF/0 PARENTS/2.5 STUDENTS TO 1 CHAPERONE**

**Highlights –**

**To provide sports training and athletic competition in a variety of Olympic-type sports for children and adults with intellectual disabilities, giving them continuing opportunities to develop physical fitness, demonstrate courage, experience joy, and participate in the sharing of gifts, skills and friendship with their families, other Special Olympics athletes and the community.**

<b>Strengths</b>	<b>Challenges</b>
<p><b>CCSD has been participating in Special Olympics events for several years, so most of the organizational pieces are in place. Chaperones are highly invested in CCSD students and Special Olympics.</b></p>	<p><b>Scheduling of buses, chaperones, supplies, food items</b></p>

**Recommendation –** It is the recommendation of the Administration that the Board of Education approve Gaines Elementary School, Howard B. Stroud, Clarke Middle School, Hilsman Middle School, Clarke Central High School, and Cedar Shoals High School overnight trip to the Special Olympics Games in Atlanta, GA.

<p><b>Action Steps:</b> Training of chaperones, scheduling supervision for chaperones and events, Scheduling buses (to/from schools for a central meeting place and then on to Atlanta), packing uniforms, necessary supplies, equipment</p>	<p><b>Timeline:</b> March 2018-May 2018 Athletes will practice for each of the events they will participate at the state games event and all of the action steps.</p>
<p><b>Responsible Leadership:</b> JULIE EVANS</p>	<p><b>Status:</b> <b>Pending</b></p>



**Report Back to the Board of Education:**

- 90 Days
- 180 Days
- Annually
- Written Report
- Presentation to the Board

**Submitted By:**

JULIE EVANS

**Board of Education Action:**

- Approve
- Reject
- Research/Report Back



**BOARD OF EDUCATION**  
**Executive Summary**

<p><b><u>Subject:</u></b> Coile Middle School Overnight Washington D.C. trip</p>	<p><b><u>Category:</u></b> ✓ Action</p>
<p><b><u>Attachments:</u></b> <b>Essentials of Democracy workshop;</b> <b>Memorial Visits;U.S. Capitol</b> <b>visit;Supreme court and Library of</b> <b>Congress;War memorials;Examining</b> <b>citizenship workshop;MLK</b> <b>Memorial;Smithsonian institute;</b> <b>Arlington national cemetery; Mock</b> <b>Congress Workshop; Citizenship</b> <b>workshop;National archives;National</b> <b>Mall;Gettysburg</b> <b>Cyclorama;Gettysburg</b> <b>Museum;Lincoln’s Gettysburg</b> <b>address site;Battlefield Tour</b></p>	<p><b><u>Date for Consideration:</u></b> May 20-May 24, 2018</p>
<p><b><u>Strategic Goal:</u></b></p> <p>Strategic Goal #1 - to provide students a real-world historical experience in which they apply what they have learned in the classroom to the field..</p> <p>Strategic Goal #2 – Create dynamic learning experiences for all students to close the achievement gap and to prepare them for college and careers.</p> <p>Strategic Goal #3 – Support student academic growth, socio-emotional development, and physical well-being.</p>	<p><b><u>Objective:</u></b></p> <p><b>Strategic Goal #1 - Providing students a real-world historical experience in which they can apply what they have learned in class to the real life.</b></p> <p><b>Strategic Goal 3</b> <b>Performance Objective A:</b> Expand communication that builds parent and community partners in supporting learning and achievement.</p> <p><b>Strategic Goal 2</b> <b>Performance Objective B:</b> Implement research-based instructional strategies aligned with the CCSD Commitments for High Student Performance.</p>

## **Background –**

Washington D.C, Close-up is a program designed for middle school students with 45 years of experience providing an impactful, hands on program for students. It educates and inspires young people to participate in government, become leaders in their community and gain a more thorough understanding of American History and government. We have posted flyers around the school and it was advertised in the daily bulletin, that goes to all students and parents, with details and information regarding the trip. Thus, all students were invited to show interest. Parents were also given an opportunity to attend a parent meeting with the D.C. Close up representative to hear the details and cost prior to the decision making process to attend.

While the itinerary listed here is not date or time specific the following activities will be provided for attendees: Essentials of Democracy workshop; Memorial Visits; U.S. Capitol visit; Supreme court and Library of Congress; War memorials; Examining citizenship workshop; MLK Memorial; Smithsonian institute; Arlington national cemetery; Mock Congress Workshop; Citizenship workshop; National archives; National Mall; Gettysburg Cyclorama; Gettysburg Museum; Lincoln's Gettysburg address site; Battlefield Tour The full itinerary, day to day , time to time, will be provided by D.C. Close-Up representative, Ms. Caitlin Jones, closer to the departure date and can be forwarded upon completion.

**Cost per student:** \$1,375. This price already includes a \$250.00 grant provided to our students by Close-Up D.C. because W.R. Coile is a title 1 school.

The attendees have been apprised of the fundraising sources. Discussion was held on December 12th, 2017 regarding the following fundraising activities to help offset the cost of attending.

- **Close-Up D.C. donation page.** Each student will be given a username and password for parents to make a profile of their child on the CClose-Up D.C. Webpage. This profile can be used to garner donations from social media friends, family and companies. These donations are tax deductible to the donor as Close-Up D.C. is a charitable organization. The representative states that this is the main source of funding for the students. To supplement this source of funding the students will be assigned a chaperone to help with fundraising of Krispy Kreme Donuts; Athens discount cards, and candy sales. The parents have agreed to help the students raise additional funds needed by participating in the fundraising activities. Any student who has shown an interest in going after the funding sources were discussed will be helped by other students in the case of not meeting the required amount to attend. We will be working to raise the monetary resources individually. Any student who has raised more than the required amount to attend has agreed to transfer fundraising dollars in excess to other students in need.

I have linked the experience to the following strategic initiatives:

**Strategic Goal #1 - Providing students a real-world historical experience in which they can apply what they have learned in class to the real life.**

**Strategic Goal 3**

***Performance Objective A:* Expand communication that builds parent and community partners in supporting learning and achievement.**

**Strategic Goal 2**

***Performance Objective B:* Implement research-based instructional strategies aligned with the CCSD Commitments for High Student Performance.**

In addition to three teachers attending the trip, 24 hour security and supervision will be provided by Close-Up D.C. Since we are allowed one paid chaperone per ten students the ratio will be 1:10 all of which will be W.R. Coile middle school teachers. The Close-Up D.C. coordinator states this ratio will remain this or lower for the whole experience. We will have the W.R. Coile Middle School nurse, Mrs. Sheikh, review the list of attendees and provide me with a list of any medical necessities needed by the students participating. I will also work closely with the parents regarding medical needs of the children.

**Highlights**

Many of our students at Coile Middle School have never had the opportunity to travel away from Athens, much less out of state to the nation’s capital. This is a once in a lifetime experience for most of our students. This is an opportunity for them to explore the nation’s capital and learn hands on the benefits of our government; economy and history. I look forward to seeing the amazing look on their faces as they board the plane for the first time taking part in an experience that they will remember long after I am gone.

Strengths	Challenges
<p>What could be more exciting for a student than a hands on educational experience regarding a major portion of the curriculum in Government, Economics, and History. This field trip will bring to life the class learned curriculum.</p>	<p>The kids are going to have to work hard to raise the funding for this trip. But we are providing several fundraising opportunities.</p>

**Recommendation** – It is the recommendation of the Administration that the Board of Education approve Coile Middle School overnight trip to Washington D.C.

<p><b>Action Steps:</b>            Start raising funds with confirmed students attending.            Close -Up D.C. will do all of the trip planning. Airline departure and arrival to and from; hotel accommodations; meals; snacks; Entrance fees, if any; ground transportation (coach bus) to and from sites visited. Price is all inclusive.</p>	<p><b>Timeline:</b>            December 12th introduction            December 15th list of students attending            December 19th; Jan 19th; Feb 19th            Fundraising activities            March 15th - pulse check on individual student account amounts.            April 1st - itinerary out; flight scheduling; packing needs.            May 1st - final check            May 20th depart/arrive            May25th depart/arrive</p>
<p><b>Responsible Leadership:</b>            Charles Wilson W.R. Coile teacher</p>	<p><b>Status:</b>            Pending</p>

**Report Back to the Board of Education:**

- 90 Days
- 180 Days
- Annually
- Written Report
- Presentation to the Board

**Submitted By:**  
**Charles Wilson**

**Board of Education Action:**

- Approve
- Reject
- Research/Report Back



## BOARD OF EDUCATION Executive Summary

<b><u>Subject:</u></b> Approve Purchase of Five New Bluebird Buses from Splost Funds	<b><u>Category:</u></b> ✓ Action
<b><u>Attachments:</u></b> Blue Bird Detail	<b><u>Date for Consideration:</u></b> February 8, 2018
<b><u>Strategic Goal:</u></b> Strategic Goal #4 – Strategically leverage resources to improve district programs and implement new initiatives.	<b><u>Objective:</u></b> Purchase new school buses for the 2017-2018 school year. This purchase will use Splost Funds. This process continues the effort to keep a functioning modern fleet to safely transport students to school.

### Background –

Blue Bird school buses were rated superior and preferred in the CCSD Transportation Department’s operation and maintenance ranking, and continued use of this model will provide for further standardization of common parts, reduced inventory costs, greater efficiency in training and maintenance, and increased bus fleet quality. Based on an examination by CCSD mechanics, the quality remains higher for Blue Bird buses and the units are manufactured in Georgia.

Each Splost fund has always had money set aside for school buses. This year we are purchasing 5 buses with Splost funds.

**Highlights –**

One 36-passenger school bus per CCSD specifications cost \$87,800 each for a total purchase price of \$263,400 for three (3) buses. One 30-passenger school bus per CCSD specifications cost \$61,562 each for a purchase price of \$123,124 for two (2) buses. The total cost of purchase will be \$386,524. SPLOST funds in the amount of \$386,524 will be used.

Attached to this recommendation are:

- Bus pricing worksheet Yancey Bus Sales and Service

<b>Strengths</b>	<b>Challenges</b>
<b>MAINTAIN REPLACEMENT GOAL</b>  <b>RETIRE SCHOOL BUSES WITHOUT A/C OR WHO ARE OUT OF WARRANTY</b>	<b>GET DELIVERY ON TIME SO INVOICES CAN BE PROCESSED IN 2018 BUDGET YEAR</b>  <b>STILL SHORT BY 6 BUSES TO MEET REPLACEMENT GOAL</b>

**Recommendation** – It is the recommendation of the Administration that the Board of Education approve the purchase of three (3) 36-passenger school bus per CCSD specifications cost \$87,800 each for a total purchase price of \$263,400. The purchase of two (2) 30-passenger school bus per CCSD specifications cost \$61,562 each for a purchase price of \$123,124. The total cost of purchase will be \$386,524. SPLOST funds are in the amount of \$386,524. In the event the buses delivery date extends beyond the end of the current fiscal year, the recommendation requests approval to carryover any unspent FY 2018 funds for this purchase to the FY 2019 Transportation Department budget.

<p><b>Action Steps:</b> Approve purchase</p>	<p><b>Timeline:</b> February 2018 for delivery on June 2018</p>
<p><b>Responsible Leadership:</b> Fabian Jones, Director Transportation</p>	<p><b>Status:</b></p>

**Report Back to the Board of Education:**

- 90 Days
- 180 Days
- Annually
- Written Report
- Presentation to the Board

**Submitted By:**

**Board of Education Action:**

- Approve
- Reject
- Research/Report Back





**QUOTATION: 035958**  
**VERSION : 00**

**G.M. 200G**  
**G5 SCHOOL BUS**  
**30 PASSENGERS**

**PREPARED FOR: YANCEY BUS SALES & SERVICE**  
259 LEE INDUSTRIAL BLVD

AUSTELL  
GA 30168

**VEHICLE DESCRIPTION:**

**U.S.**  
**CHEVY / GMC**  
**6.0L Gas**  
**G5**  
**159" DRW 5 ROWS 76" WHEEL WELL**  
**NO HANDI DOOR**  
**HIGH WINDOWS FOR 74"/75"/76" BODY**  
**DOD 32"**  
**SCHOOL BUS**

**STATE SPEC: GEORGIA**  
**CHASSIS YEAR: 2018**  
**BODY YEAR: 2018**

**CERTIFICATION: SCHOOL BUS**  
**CERTIFICATION STATE: GA**

**PREPARED BY: TINA REGOLO**

**EXPIRATION DATE: NOVEMBER 19, 2017**

**CONTROL ID:**  
**LIST CODE: 25**  
**PRICE LIST: 2018-01**





Quote #: 035958 00

Quoted by:
TINA REGOLO
YANCEY BUS SALES & SERVICE
AUSTELL, GA, 30168

Quoted to:
CLARKE COUNTY SCHOOLS

QUOTATION SUMMARY

CHASSIS

BODY

Base Price:
UPFITTER ALLOWANCE
SUB TOTAL CHASSIS:

Base price:
State requirements :
Body options:
SUB TOTAL BODY:
Body concession:

Market Adjustment

TOTAL CHASSIS PRICE:

TOTAL BODY PRICE:

Prices and privileges are subject to change from chassis O.E.M. at anytime without prior notice.

TOTAL PRICE BODY AND CHASSIS:

The above prices are for a single unit.

Accepted by: \_\_\_\_\_
Signature / Date

Chassis Pricing

- Base concession is shown as an indication only, applicable when confirmed by chassis O.E.M., subject to change at any time without notice.
• Additional concession(s) may be available from chassis manufacturers.
• Micro Bird, Inc. is not responsible for programs set forth and administered by chassis manufacturers. These programs may change without notice and are effective immediately.
• Additional concessions, when applicable, are paid after warranty registration in G.O.L.S; if program is effective and if applicable by chassis O.E.M.

Chassis privileges are subject to change from chassis O.E.M. at anytime without prior notice.

Body Concession

- Refer to current concession program
• Applicable to total body only price

Terms & Conditions

- Price protection: Body price quotation is valid for a period of 30 days and does not include; government mandates and associated costs, specification changes, freight, vendor price increase and availability, or model discontinuation, and any applicable taxes.
• Applicable specifications: It is the dealer's responsibility that this quotation meets all applicable local, state, provincial and customer specifications.
• Floor plan approval: The floor plan must be approved by Micro Bird, Inc. prior to sale and signed by the dealer.
• Payment terms: Cash on delivery (C.O.D.). Beyond the 16th day, interest charges at a rate of 15% per year will automatically be invoiced.

These Terms & Conditions are not in lieu of those stipulated in the Data Book. Final orders resulting from this quotation are subject to approval by the officers of Micro Bird, Inc.



Quote #: 035958 00

Quoted by:
TINA REGOLO
YANCEY BUS SALES & SERVICE
AUSTELL, GA, 30168

Quoted to:
CLARKE COUNTY SCHOOLS

Body - Base

Table with 6 columns: Option, Description, Price, Option, Description, Price. Lists various bus options like BUMPER REAR, BLACK AROUND WARNING LAMPS, etc.





Quote #: 035958 00

Quoted by: TINA REGOLO  
YANCEY BUS SALES & SERVICE  
AUSTELL, GA, 30168

Quoted to: CLARKE COUNTY SCHOOLS

## Body - Requirements

Option	Description	Price	Option	Description	Price
BBX-PLT	BBX TRAY STANDARD		MUD	MUD FLAPS	
BBX-SLD	BBX TRAY SLIDES		M16	MONITOR 16 LIGHT	
BBX-UNLCK	BBX DOOR STD		NNS	NOISE SUPPRESSION SWITCH	
BDP	CERTIFICATION METAL PLATE		PFB	HPADS GREY FIREBLOCK	
BFK-GA	BODY FLUID KIT GEORGIA		RDB-3	2 SIGNALS ALARM EMERGENCY EXITS	
BUA-1	BACKING SAFETY HORN SAE 112DBA		RDDA	REAR DOOR(DRIVER ALERT SIGN)	
BUS-6	CHILD DETEC SYSTEM 8 WAYS/DOD		RD2-RL	RR DOOR 2 GLASSES W/RLD	
CAE-8	CROSSING ARM ELEC SMI		RLD	RACK & LOAD SPEC. RLD	
CST-1	STRUCTURAL CAGE W/RLD		RRSK	RUB RAIL SKIRT	
DG2	DRIVE LINE GUARD FRONT/REAR		RSR-5	REAR STRUCTURE W/EMER DOOR & RLD	
2 DPU-Y-3M	DECAL+TAPE P/O US YELLOW 3M		RT2	ROOF HATCH ECONOVENT	
DSB	DECAL -SCHOOL BUS- REFLEC 3M		RWD-10	RESTRICT WINDOW OPENING 9 IN	
EX2	EXTINGUISHER 5 LBS		SBA	FMVSS 210 SEAT BELT ANCHORAGE	
FGA	FIRST AID KIT GEORGIA		SBC	SEAT BELT CUTTER	
F2A-1	2-SPD FAN RH ABOVE WINDSHIELD		SSM4	STOP ARM SMI STOP LED	
GAI	FORM. PRE-DELIVERY INSPECTION		SWH-1	WHEEL HOUSINGS STEEL RLD	
HS1	ENTRANCE DOOR, HEATED		THR	TOW HOOK REAR	
JTS-1	JOINT STRENGTH STEEL FLR C/FMVSS221		T1R-3M	REFL TAPE 2IN RR PERIM YLW 3M	
KER	39 IN KICK PANEL UNDER RH BARRIER		T2S-3M	REFL TAPE LAT 2" YELLOW - 3M	
LE2-L	SIDE DIRECT.LED LIGHTS ARMORED YEL		UC2	UNDERCOATING BODY AND CHASSIS	
LI5-8	WHITE STROBE ON 8 WAYS W/GUARD		V40-1	SHUT-OFF VALVE W/CABLE UNDER BODY	
MRSR-Z	MIRROR ROSCO SB REM +EYEMAX LP C.V.		WHGS-Z	WHEEL HOUSE COVERING GREY ZENITH	

## Body - Options

Option	Description	Price	Option	Description	Price
AC-40I	A/C MCC 40K+OEM EVA/RR W/COND 2COMP4		RDW2-G	REAR DOOR GLASS (2) DARK TINT 26%	
BBX-X	BBX W/AUX BAT.		5 SH39LA8020	HSM STD 39 LH HB BLU FB WO/C	
BH39LA8000	HSM BAR 39" LH HB BLUE FB WO/COR		5 SH39RA8020	HSM STD 39 RH HB BLU FB WO/C	
BH39RA8000	HSM BAR 39" RH HB BLUE FB WO/COR		SKG-3	SIDE SKIN SUPP & M/FLAP W/BBX & A/C	
KEL	39 IN KICK PANEL UNDER LH BARRIER		WBC	WIN S/S TINT 26% W/2 P/O	
10 LEGS-S	LEG CEW		WRC	2 BACK WINDOWS DARK TINT (26%)	





Quote #: 035958 00

Quoted by:  
**TINA REGOLO**  
**YANCEY BUS SALES & SERVICE**  
**AUSTELL, GA, 30168**

Quoted to:  
**CLARKE COUNTY SCHOOLS**

## CHASSIS

Option	Description	Price	Option	Description	Price
ABS	4 WHEEL DISC BRAKES WITH ABS		TC	TRANSPORTATION CHARGES	
AJ3	AIR BAG DRIVER'S SIDE ONLY		TGK	SPECIAL PAINT	
AR7	SEAT FRONT BUCKET WITH VINYL TRIM		TP2	DUAL ISOLATED BATTERY	
BNC	BODY MOUNT CUSHIONS (PUCK)		UJ1	BRAKE WARNING INDICATOR	
B3D	SCHOOL BUS CHASSIS EQUIPMENT		U0F	RADIO AM/FM WITH MP3	
B3D-G	SCHOOL BUS ON GAS		U05	HORN DUAL NOTE TONE	
C60	FRONT DASH AIR		VK3	LICENSE PLATE BRACKET	
C7N	12,300 LB GVWR RATING		VQ2	FLEET PROGRAM	
DTRL	DAYTIME RUNNING LAMPS		VTP	VOLTMETER TEMPERATURE & OIL PRESSURE	
D31	TILT REARVIEW MIRROR		V14	TRANSMISSION OIL COOLER	
ENC-HVAC	PROV.AUX.HEATER PLUMBING & WIRING		V4D	STOP TURN SIGNAL CIRCUITS	
FE9	EMISSIONS FEDERAL 50 STATES		WWI	INTERMITTENT WINDSHIELD WIPERS	
FTC	FUEL TANK 33 GALLONS / 125 LITERS		XHF	TIRE FRONT LT225/75R16E ALS B/L DRW	
GT4	REAR AXLE RATIO: 3.73		YHF	TIRE REAR LT225/75R16E ALS B/L	
JL4	STABILITRAK SYSTEM		ZX1	HIGH BACK BUCKET DRIVER'S ONLY	
KC4	COOLING EXTERNAL ENGINE OIL COOLER		01U	EXTERIOR PAINT YELLOW	
KW5	ALTERNATOR 220 AMPS		1WT	EQUIPMENT GR 1WT MDEL 3500 / GAS	
L96	ENGINE VORTEC 6.0L GAS V8		159	159" WHEELBASE	
MYD	6 SPEED TRANSMISION		4300	FRONT GAWR 4300 LBS	
NST	WITHOUT SPARE TIRE		8E1	FUEL ADDITIONAL 3 GALLONS	
PWS	POWER STEERING		8E8	FRONT BUMPER PAINTED BLACK	
QT4	WHEEL 16 X 6.5 STEEL HD		8600	REAR GAWR 8600 LBS	
R05	DUAL REAR WHEELS		9L7	ACCESSORY POWER CIRCUITS	
R6H	GM UPFITTER ALLOWANCE		9T7	RIGHT SIDE DOOR DELETE	
R9Y	FLEET MAINTENANCE CREDIT		93W	TRIM VINYL MEDIUM DARK PEWTER	

## Deleted Specs.

Option	Description	Price	Option	Description	Price
FSR-6	FRONT STRUCTURE WITH RACK & LOAD		ITS-3	INTERIOR FINISH STANDARD R/L	
HSF	HEAT SHIELD FOR FUEL TANK FORD		WBJ	WIN S/S TINT 62% W/2 P/O	



# SEAT PLAN: SP23455

QUOTE: 035958

## YANCEY BUS SALES & SERVICE

		LEFT	RIGHT
<b>BARRIERS</b>		BH39LA8000 CEW BARRIER STANDARD RIGID HI 39 /LVL: 1 BLU BLUE KEL 39 IN KICK PANEL UNDER LH BARRIER	BH39RA8000 CEW BARRIER STANDARD RIGID HI 39 /LVL: 1 BLU BLUE KER 39 IN KICK PANEL UNDER RH BARRIER
		-	-
<b>ROW</b>	<b>1</b>	SH39LA8020 CEW SCHOOL STANDARD RIGID HI 39 /LVL: 1 BLU BLUE /LATCH LEGS-S LEG CEW	SH39RA8020 CEW SCHOOL STANDARD RIGID HI 39 /LVL: 1 BLU BLUE /LATCH LEGS-S LEG CEW
		-	-
<b>ROW</b>	<b>2</b>	SH39LA8020 CEW SCHOOL STANDARD RIGID HI 39 /LVL: 1 BLU BLUE /LATCH LEGS-S LEG CEW	SH39RA8020 CEW SCHOOL STANDARD RIGID HI 39 /LVL: 1 BLU BLUE /LATCH LEGS-S LEG CEW
		-	-
<b>ROW</b>	<b>3</b>	SH39LA8020 CEW SCHOOL STANDARD RIGID HI 39 /LVL: 1 BLU BLUE /LATCH LEGS-S LEG CEW	SH39RA8020 CEW SCHOOL STANDARD RIGID HI 39 /LVL: 1 BLU BLUE /LATCH LEGS-S LEG CEW
		-	-
<b>ROW</b>	<b>4</b>	SH39LA8020 CEW SCHOOL STANDARD RIGID HI 39 /LVL: 1 BLU BLUE /LATCH LEGS-S LEG CEW	SH39RA8020 CEW SCHOOL STANDARD RIGID HI 39 /LVL: 1 BLU BLUE /LATCH LEGS-S LEG CEW
		-	-
<b>ROW</b>	<b>5</b>	SH39LA8020 CEW SCHOOL STANDARD RIGID HI 39 /LVL: 1 BLU BLUE /LATCH LEGS-S LEG CEW	SH39RA8020 CEW SCHOOL STANDARD RIGID HI 39 /LVL: 1 BLU BLUE /LATCH LEGS-S LEG CEW
		-	-

## BUILD A BUS WORKSHEET (Download and save to your computer for form to work properly)

Use this worksheet to build your bus by selecting options to add and delete options. Your built bus should be verified with the vendor to ensure options compatibility with options selected.

<b>VENDOR NAME:</b>	<b>Yancey Bus Sales and Service</b>
	Delivery Cost Per Mile
	Estimated Number of Miles
	Delivery Cost
	\$0.00

<b>Description of Bus</b>	<b>Manufacturer Make/Model</b>	<b>Bus Bid Price</b>
Base Unit 30-Passenger	2018 Blue Bird Micro-Bird 30 Passenger School Bus Clarke County Schools	\$57,813.00

BUS OPTION DELETION DESCRIPTION	Cost

Note: Insert lines as needed

<b>TOTAL COST OF DELETIONS</b>	<b>\$ -</b>
--------------------------------	-------------

BUS OPTIONS ADDITIONS DESCRIPTION	Cost
Chevy Vortec 6.0L Gas V8 Engine	\$ 900.00
O76- Floor- 5/8" Marine Grade Plywood Floor	\$ 288.00
O101-HVAC-Wall Mount Rear Heater	\$ 415.00
O99-HVAC- Bidder's Std. Air Conditioning-(Rear Inwall and Chassis Dash Air dual compressors)	\$ 4,500.00
O40 - Color - White Roof	Included in Price
O23-Batteries-Exterior Battery Box	\$ 522.00

Note: Insert lines as needed

<b>TOTAL COST OF ADDITIONS</b>	<b>\$ 6,625.00</b>
--------------------------------	--------------------

SOURCED GOODS DESCRIPTION	Cost
Driver Entrance Door Step	\$ 269.00
Lap Belts	\$ 380.00
Camera System Install	\$ 225.00
Two Way Radio Install	\$ 95.00
Zonar Install	\$ 155.00
Chevy Rebate	\$ (4,000.00)
Clarke County Customer Discount	

Note: Insert lines as needed

<b>TOTAL COST OF SOURCED GOODS</b>	<b>\$ (2,876.00)</b>
------------------------------------	----------------------

<b>TOTAL COST OF BUILD A BUS</b>	<b>\$ 61,562.00</b>
----------------------------------	---------------------

# Blue Bird Body Company - Sales Quotation

Quote 156172 - CLARKE COUNTY SCHOOL DISTRICT

Market	PLBT	Prod Code	Length	Capacity	Chassis	Wheelbase	Qty	Promise Date
US School Bus	BBCV	RG	1910	36	BB-BBCV	169.0	4	01/18/2018

Quoted To: CLARKE COUNTY SCHOOL DISTRICT  
 CLARKE County  
 240 MITCHELL BRIDGE ROAD  
 ATHENS GA 30606

Quoted By: Yancey Bus Sales and Service

Quantity	Base Model / Feature	Description
4	BBCV 1910	B.B. CONVENTIONAL

<b>Quote Id: 156172</b>	<b>Standard Options</b>
-------------------------	-------------------------

1	00198-02	LATCH, LOCKING, DOOR BATTERY CMPT
1	00254	STEPWELL, NATL STDS, 1990
1	00374-01	RETAINER REAR EMERG DOOR
1	00984	PLYWOOD FLOOR SCREWED DOWN
1	01026-01	WEAR PLATE, ENT DR, RUBBER, WHITE NOSE
1	01561	EMERGENCY DOOR ARROWS
1	01922-02	DAYTIME RUN LGTS, W/ P/BRAKE DEACTIVATE
1	02230	DOOR SWITCH, STEPWELL LIGHT
1	02324	EXTERIOR SOLID NSBY
1	02325-18	LOGO, BIRD ONLY, VINYL, BLACK
1	02380-02	PANEL, SIDE, 20GA FLUTED, 16 1/4 SKIRT
1	02449-05	GALVALUME I/S PNL, FULL HEM, TEXTURIZED
1	03183-01	VISOR, ACRYLIC, LEFT SIDE, ADJUSTABLE
1	03288	4 PC FLAT SHADED W/S
1	06745	COVER FOR EMERGENCY DOOR SWITCH
1	30001	ACCESSORY POWER SOCKET W/CAP
1	30056-17	HOSE, HTR, EPDM, W/STD CLAMPS
1	30102-15	LIGHTS, CL/MK, LED, 2 AMBER, 2 RED
1	30103-10	LIGHTS, ID, GROMMET MOUNT, LED
1	30105-10	LIGHTS, MKR, LED, INTERMEDIATE
1	30109-01	PRE-TRIP EXTERIOR LIGHT TEST
1	30193-05	FLASHER, W/L SYSTEM, I-O CONTROLS
1	30196-02	HOODS, WARNING LIGHTS, DUAL
1	30199-01	SYSTEM, WARN, 8-LGT, SEQ
1	30201-01	SEQUENCE, W/L SYSTEM, SEQUENTIAL
1	30210-01	SWITCH, W/L MASTER, LOC, LH
1	30210-03	SWITCH, W/L START, LOC, LH
1	30210-09	LIGHTS, PILOT, W/L SYSTEM, LOC, LH
1	30211-03	CONTROLS, CONFIG, W/L, OPT #3, 8-LGT, LH
1	30218-02	SWITCH, W/L, MASTER, GREEN PILOT
1	30225-01	SWITCH, W/L START, MANUAL
1	30228-02	INDICATOR, W/L SYSTEM, AMBER/RED
1	30295-05	LOCATION, STOP ARM, FRONT
1	30316-01	WIRING, W/L SYSTEM, 14 GA
1	30321-01	LIGHT, SWITCH PANEL, CHASSIS CTRL
1	30331-01	CIRCUIT PROTECTION, FUSES
1	30400-01	PAINT, INTERIOR, ASTRO WHITE
1	30430-02	VINYL, REFL, RR EMER DR YELLOW, 3M
1	30456-02	MIRROR, REARVIEW, INT 6X30



1	30484-11	MIRROR BRACKETS,C/VIEW,BELL MOUNT
1	30484-15	MIRROR,CROSSVIEW,EYE-MAX LP
1	30529-02	3" REFLECT,FRONT,INT & REAR,3M DIA GRADE
12	30834-05	PAD,CUSHION,SEAT,REBOND
1	30921-02	LATCH,LOCKABLE,ELEC PANEL
1	30945-06	BODY CONSTRUCTION FM/CMVSS 221
1	30960-06	STEPWELL, GALVANIZED
1	30977-02	DOOR,ENTRANCE,OUTWARD OPENING
1	31015-02	DOOR,EMERGENCY,REAR,2 WINDOW
1	31021-01	COVERING,FLOOR,RUBBER,BLACK
1	31024-02	TRIM,AISLE,ALUMINUM
1	31049-01	HANDRAIL,ENT DR,BARRIER 3.25 - 5.25
1	31114-01	END CAP,RUB RAIL,STAMPED STEEL
1	31156-01	LIGHT,STEPWELL,15 CANDLE POWER
1	31166-01	MARKER LGT CONTROL,STEPWELL LGT
1	31201-03	BUZZER,REAR EMERG DOOR
1	40004-16	SUSPENSION,SPRG,FRT,SOFTEK,8500
1	40005-10	SUSPENSION,SPRG,REAR,2-STAGE,17000
1	40018-65	AXLE,REAR,S21-140,5.29
1	40048-02	LUBRICATION,OIL,PETROLEUM,AXLE
1	40086-04	BUMPER,REAR,STEEL
1	40088-06	BUMPER,FRONT,STEEL 15IN
1	40097-04	COLUMN,STEER,TILT/TELESCOPE,DOUG AUTOTEC
1	40098-01	CRUISE CONTROL
1	40108-06	HOSE,COOL,RUBBER,PREM,W/CONST TENS CLMP
1	40111-02	FLUID,TRANSMISSION,SYNTHETIC
1	40141-03	BATTERY COMPARTMENT,SLIDER TRAY,CHAS MTD
1	40142-06	BATTERIES,GROUP 31,THREE
1	40215-18	EXHAUST,PRIMARY,SING CAN A/T,CUM
1	40241-18	FUEL SYSTEM,DSL,45 GAL BFR LH FILL
1	40280-04	GAUGE,SPEEDOMETER, MILES
1	40280-14	CLUSTER,INSTRUMENT,AMETEK
1	40390-14	BALANCE FRONT WHEELS
1	40432-14	TRANS,ALLISON,2500PTS 5 SPD
1	40440-11	WHEELS,STEEL,8.25X22.5 DSC,HUB-PILO

Quote Id: 156172		Optional Features
		----- CHASSIS -----
1	30058-03	PUMP,HEATER WATER
1	40000-12	AXLE,STEER,HENDRICKSON NXT,12000 LB
1	40050-03	BRAKE,EXHAUST,VGT
1	40051-07	BRAKE INTERLOCK,PARKING,AIR BRAKES
1	40052-03	ADJ,SLK,AUTO,MERITOR
1	40053-02	CHAMBERS,BRAKE,AIR
1	40070-11	BRAKES,AIR,MERITOR,4"FRT/7"RR
1	40076-01	BRAKES,ANTI-LOCK(ABS),AIR
1	40081-19	DRYER,AIR,BENDIX AD-IP
1	40085-01	LIFTING REINFORCEMENT,BUMPER
1	40099-01	PEDALS,ADJUSTABLE
1	40111-08	ANTIFREEZE,ES COMPLEAT OAT
1	40134-04	ALTERNATOR, LEECE-NEVILLE, 270 AMP
1	40142-01	SWITCH,BATTERY DISCONNECT
1	40171-07	GOVERNOR,ROAD SPEED,65 MPH
1	40179-40	ENGINE,CUM B6.7,DSL,220HP@520LB-FT
1	40213-03	2017 EMISSIONS ENGINE
1	40216-02	T/PIPE,THROUGH BUMPER
1	40233-17	FILTER,DIESEL,WIF,HEATED,PRIMER PUMP
1	40354-21	TIRE,HANKOOK,11R22.5,LRG,AH24
1	40411-01	TOW HOOKS, FRONT
1	40411-02	TOW HOOKS, REAR
1	40452-09	WHEELBASE,169 IN
		----- BODY -----
1	00219-01	SLIDING BOLT VANDAL LOCK - RCED
1	00505-05	FUEL TANK DOOR,SPRING-LOADED,LOCKING
1	00989-01	FLOOR,PLYWOOD,5/8 BB,MARINE GRADE
1	01485-05	INSULATION,BOW CAVITY,FIBERGLASS
1	02683	EXTEND SEAT RAIL
1	03110	GRIP HANDLES
1	03110-01	STEP,COWL,FOLDING
1	03470-06	77 IN HEADROOM CONVENTIONAL
1	30030-25	VENT,SPHEROS,STANDARD
1	30060-07	HEATER,50K,FRT STEPWELL AREA
1	30060-21	HEATER,80K,LH,REAR,F/M
1	30120-04	LGTS,DIR,FRT,FENDER MNT
1	30195-12	MONITOR,UNIV.,EXTERIOR LT,DORAN
1	30245-06	GUARD, STROBE LIGHT
1	30292-05	CONTROL ARM,CROSSING,AIR,POLY
1	30296-14	S/ARM,AIR,H/I REFL,LED CLUSTER
1	30298-01	ALERT SYSTEM,REAR,MOTORIST
1	30337-06	INSULATION,ENTRANCE DOOR HEADER
1	30337-07	INSULATION,BODY,POLYESTER/FIBERGLASS
1	30482-13	HEATED MIRROR,EXT,15 MIN TIMER,REM CTRL
1	30483-19	MIRROR,EXT,OPEN VIEW,ES SPLIT SYSTEM
1	30757-04	PACKAGE,STATE,GEORGIA
1	30796-06	SEAT,DRV,NATIONAL,AIR,MORD,BLUE
1	30857-23	UPH,FIREBLOCK,SEAT BOTTOMS/BACKS
12	30857-44	UPH,FIRE BLOCK,BLUE,PASS
2	30857-51	UPH,FIRE BLOCK,BLUE,BARRIER
1	30905-04	DASH,GLOVE BOX
1	30905-05	CONSOLE MOUNT,ARM REST
1	30978-07	DOOR CONTROL,AIR PWR,LATCH SW,3-POS

1	30981-03	LOCK, SECURITY, ENT DOOR
1	31160-21	STEPTREAD, RUBBER STUD, BLACK
1	31161-05	S/TREAD, METAL BACK, W/WHITE NOSE
1	31184-03	GLASS, RR EMER DR, LWR, DK TINT, TEMP
1	31185-03	GLASS, RR EMER DR UPR, DK TINT, TEMP
1	31187-03	GLASS, REAR VISION, DK TINT, TEMP
1	31188-03	GLASS, ENT DR, LOWER, TINT, LAM
1	31189-03	GLASS, ENT DR, UPPER, TINT, LAM
2	31193-22	WINDOW, S/S, P/O, 12", TEMP, TINT, BLK
1	31200-48	WDO ASSY, DRVR, GREEN TINT, LAM, BLK
10	31202-24	WINDOW, S/S, 12", TEMP, TINT, BLK
		----- ELECTRICAL -----
1	02656	BODY FRONT AMBER REFLECTORS
1	30029-01	WIRING, VENT, ROOF HATCH, BUZZER
1	30057-02	SWITCH, NOISE SUPPRESSION, LATCHING
1	30116-05	LIGHTS, DIRECTIONALS, RR, AMBER LED
1	30117-21	LIGHTS, DIR/MKR, SIDE, LED, FRT, BELT
1	30121-03	WIRING, DIR, SIDE, FRONT, BELTLINE
1	30151-05	LIGHTS, DOME, 120 LUMENS, LED
1	30155-03	LIGHT, 1 DOME, DRIVERS, LED, SEPARATE SW
1	30157-03	DOME, RR SW, 2 LGTS/2 ROWS
1	30158-02	DOME, 2 ROW/2 SWITCHES, L & RS, CONFIG
1	30173-06	LIGHT, 4" LED, STOP/TAIL, VANDAL RESIST
1	30175-03	LIGHT, 7" STOP/TAIL, LED
1	30176-09	LIGHT, 7 INCH BACKUP, LED
1	30184-02	ARM CONDITION, PTI, ACC MAINTAINED
1	30185-02	MONITOR, POST TRIP INSPECT, DORAN
1	30186-03	ARMING, PTI, 10 MIN W/IGN OR WARN LGTS
1	30187-01	ALARM CONDITION, PTI, ENT DOOR OPEN
1	30188-01	ALARM INDICATION, PTI, HEADLIGHTS & HORN
1	30200-19	LIGHTS, WARN, LED, 8-LGT, AMB/RED
1	30210-17	SWITCH, DOOR CONTROL, LOC, LH
1	30242-04	LIGHT, BOARDING, ENTRANCE DOOR, LED
1	30244-02	LOCATION, STROBE, 4 FEET FROM REAR OF ROOF
1	30245-12	LIGHT, STROBE, SELF-CONT, LED, LOW PRO
1	30246-03	CONTROL, STROBE, S/CONT, W/PILOT
1	30249-01	ACTIVATION, STROBE, WARNING LIGHTS
1	30297-10	WIRING, S/ARM, AIR W/INDEP FLSTR
1	30310-02	HORN, BACKING SAFETY, 112 DB
1	30325-04	POWER, BAT CONTROL, DOME LIGHTS
1	30331-03	CIRCUIT PROTECTION, AUX, IGN CONTROLLED
1	30331-04	CIRCUIT PROTECTION, AUX, BATT CONTROLLED
1	31201-09	BUZZER, MID SEC, P/O WINDOW
2	31201-10	WIRING, P/O WINDOW, DRS BUZ ONLY
1	40097-03	SWITCH, IGNITION, KEYED ALIKE
1	40493-05	PROGRAM, TCM, F/S 2.0, ATI, 2000 SER
		----- PAINT -----
1	02330-03	PAINT DESIGN, BRIGHT WHITE ROOF, 12.5 IN
2	30365-01	LETTERING, EMERGENCY EXIT, ABOVE EXIT
1	30365-02	LETTERING, EMERGENCY DOOR, ABOVE EXIT
3	30366-01	LETTERING, EMERGENCY, INTERIOR, VINYL, BLACK
3	30366-02	LETTERING, EMERGENCY, EXTERIOR, VINYL, BLACK
1	30385-05	PAINT, RUBRAILS ONLY, FULL WIDTH BLACK
1	30386-02	PAINT, CHASSIS GRILLE, SILVER
1	30395-02	PAINT, BACKGROUND, WARN LGT, 3" BLACK
2	30430-04	VINYL, REFL, P/O WINDOW YELLOW, 3M

1	30430-05	VINYL,REFL,SB SIGN,FRT YELLOW,3M
1	30430-06	VINYL,REFL,SB SIGN,RR YELLOW,3M
1	30430-07	VINYL,REFL,2IN SIDE YELLOW,3M
1	30430-08	VINYL,REFL,1.75 IN RR YELLOW,3M
		----- SEATS -----
12	02793-09	SEAT,39,SIMT LD,SEAT BELT READY,HBK
1	02836-15	SEAT BELT,DRV,3 PT,SINGLE RETRACT,ORANGE
1	30784-09	PANEL,MODESTY,BARRIER,ENT DOOR
1	30784-43	PANEL,MODESTY,BARRIER,DRIVER,LH
1	30815-02	CUTTER,SEAT BELT,TIE-TECH
2	30820-09	BARRIER, 39 INCH HIGH BACK
		----- ACCESSORIES -----
1	00161	EMERGENCY EQUIPMENT CMPT,UPR FRONT
1	00575	FLAPS FRONT RUBBER
1	00586	FLAPS REAR WITH BB LOGO
1	00661-01	FE 5 LB DRY W/HOSE (DRIVERS CPT)
1	00755	TRIANGULAR WARNING DEVICE REAR
1	30555-01	FAK,GEORGIA
1	30652-01	BODY FLUID KIT,GEORGIA
1	31300-24	WARRANTY L3 IN LIEU OF SB,5 YR
		----- INTERIOR -----
1	00288	FORWARD GRABRAIL
1	01507-02	ACOUSTIC HEADLINING FULL LENGTH
1	30026-03	FAN,AUXILIARY,UPPER CENTER,6"
1	30906-02	COMPARTMENT,STORAGE,OVERHEAD,LOCKNG
		----- ERROR -----
1	30286-01	WIRING,CROSSING ARM,AIR

<b>Quote Id: 156172</b>		<b>Dealer Options</b>
-------------------------	--	-----------------------

1	AC-120K BTU	Yancey
1	GPS Installation	Alpha

<b>Quote Id: 156172</b>		<b>Customer Charges</b>
-------------------------	--	-------------------------

1	1	DOAS 1% Fee
---	---	-------------

<b>Quote Id: 156172</b>		<b>Additional Charges</b>
-------------------------	--	---------------------------

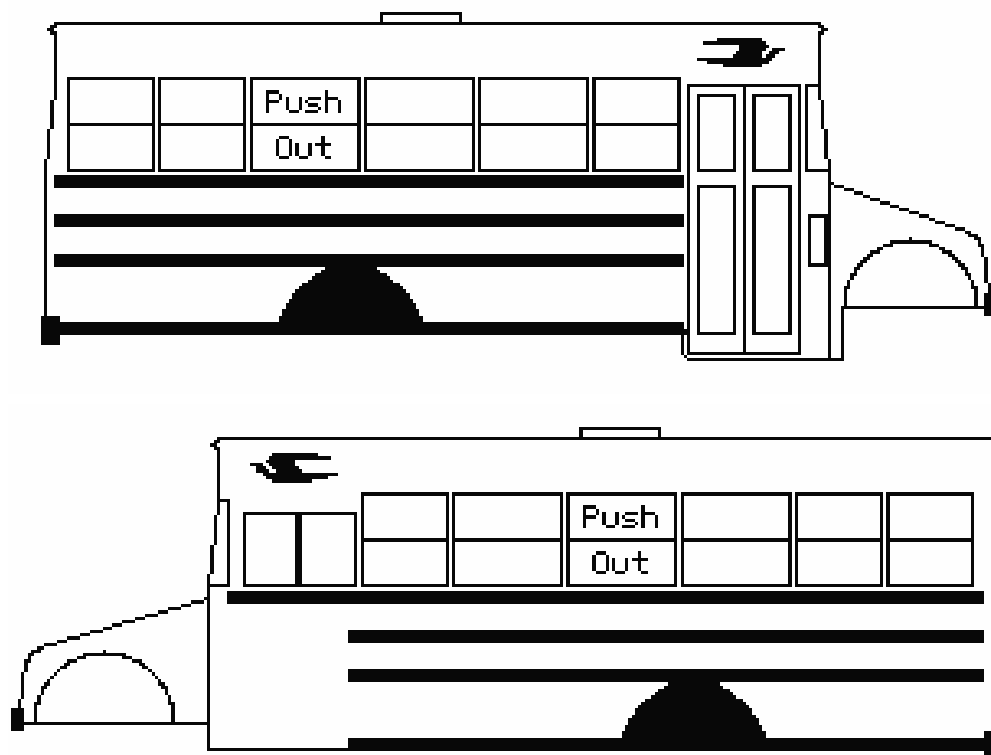
1		COMM SURCHARGE
1		DEALER-PREP-ALLOWANCE
1		FLOORING-ASSISTANCE
1		FX-ADJUSTMENT
1		FX-PROGRAM
1		PRICING-INCENTIVE

<b>Quote Id: 156172</b>		<b>Dealer Incentives</b>
-------------------------	--	--------------------------

<b>Quote Id: 156172</b>		<b>Lettering / Bus Number</b>
-------------------------	--	-------------------------------

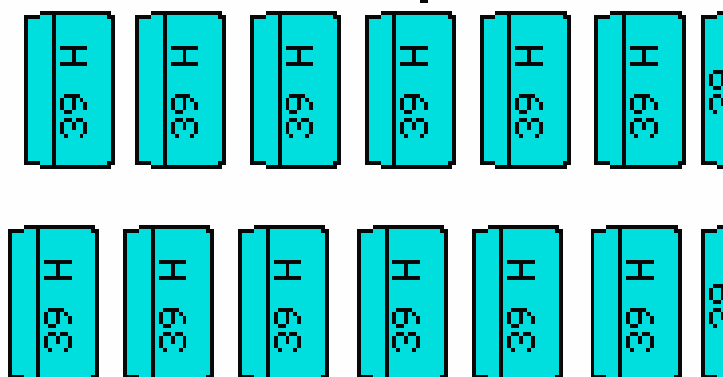
Lettering BLBS	Black Lettering 6" CLARKE COUNTY SCHOOLS
Bus Numbers	TBD, TBD, TBD, TBD
Locations/Color/Size	BELT LINE BOTH SIDES FRONT / Black / 6" letters TAG EMBOSS, RH REAR / Black / 6" letters BUMPER FRONT, LH SIDE / NSBC / 4" letters NONE / NONE / NONE letters

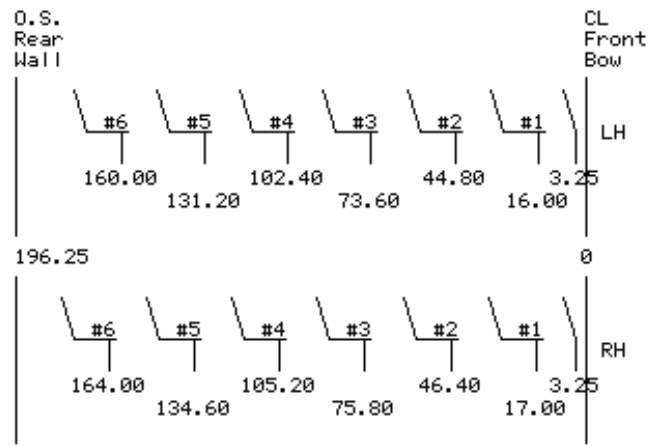
Body Plan: 5010775



Seat Plan: 10288

SP: 10288 BBCV 1910, 36 CAP





Row	RH Seats	LH Seats
1	39SBHB	39SBHB
2	39SBHB	39SBHB
3	39SBHB	39SBHB
4	39SBHB	39SBHB
5	39SBHB	39SBHB
6	39SBHB	39SBHB

Dimensions are to center line of front mounting hole.

LH Seat Spacing: 28.80  
 LH Knee Clearance: 26.30  
 RH Seat Spacing: 29.40  
 RH Knee Clearance: 26.90

BBCV 1910

Capacity	36
Seat Plan #	10288
Wheelbase	169.0

BBCV1910 169WB

DO NOT SCALE

## BUILD A BUS WORKSHEET (Download and save to your computer for form to work properly)

Use this worksheet to build your bus by selecting options to add and delete options. Your built bus should be verified with the vendor to ensure options compatibility with options selected.

<b>VENDOR NAME:</b>	<b>Yancey Bus Sales and Service</b>
Delivery Cost Per Mile	
Estimated Number of Miles	
Delivery Cost	\$0.00

Description of Bus	Manufacturer Make/Model	Bus Bid Price
36 Passenger	Blue Bird Vision BBCV1910 (Clarke County Schools)	\$75,251.00
BUS OPTION DELETION DESCRIPTION		Cost
0164 - Credit for Air Operated Stop Arm (vs Electric) with LED Lights		\$ 111.00
Stock unit discount		\$ -
TOTAL COST OF DELETIONS		\$ 111.00

BUS OPTIONS ADDITIONS DESCRIPTION		
Cummins Engine, 220 HP, 2013 Emissions		\$ 1,125.00
Allison 2500 Automatic Transmission		Standard
Cruise Control		Standard
01- Adjustable Pedals		\$ 965.00
02 - Alternator -270 amp		\$ 710.00
012 - Front Axle, 12,000lb		Standard
016 - Oil Filled front Hubs		Standard
020 - Rear Axle, 19,000lb		Standard
023 - Exterior Battery Box		Standard
024 - Three (3) Group 31 Batteries		Standard
029 - Bendix Ad-IP Air Dryer		Standard
031 - Front Air Brakes, 16.5"x5"		Standard
033 - Rear Air Brakes, 16.5"x7"		Standard
037-Color-Black Frames		\$ 160.00
040 - White Roof		\$ 235.00
047 - Air Operated Crossing Arm with Poly-Carbon Rod		Standard
048 - Driver's Seat, Air Ride		\$ 205.00
50 - Driver's Seat Belt with Adjustable Tether		Standard
052 - Digital Clock on Dash		Standard
054 - Power Outlet for Cell Phone Charger		Standard
055 - Exterior Electrical Panel Access Door		Standard
061-Engine-Exhaust Brake		\$ 360.00
062 - Primer Pump for Fuel System		Standard
063 - Entrance Door, Air Operated		\$ 285.00
065-Entrance Door-Three Position Switch		\$ -
070 - Pebble Tread Entrance Steps		\$ 220.00

073 - Plywood Sub-Flooring, 1/2" Treated	\$	285.00
078 - Tinted Windows, Full Bus	\$	181.00
086 - Goodyear Premium Coolant Hoses (Chassis)		Standard
091 - Goodyear Premium Heater Hoses (Body)		Standard
0113-Lighting-Lamps and Signals-complete LED Exterior	\$	350.00
0114 - Dome lights, 2 rows		Standard
0115 - Driver's Dome on Separate Switch	\$	49.00
0117 - Lighting - Lamps and Signals - Entrance Door Exterior Light	\$	68.00
0118 - Headlights with Day-Time Running Lights		Standard
0121-Lighting-Lamps and Signals-LED 8 Way Lights	\$	502.00
0127 - Rear Motorist Alert LED Light Assembly		Standard
0128 - Compartments Keyed Alike		Standard
0130 - Vandal Locks, Front and Rear Doors	\$	246.00
0135 - Heated Exterior Side and Crossover Mirrors	\$	60.00
0136 - Mud Flaps, Front	\$	50.00
0137 - Mud Flaps, Rear	\$	59.00
0139 - Full Length Accoustical Headliner	\$	705.00
0160 - Tilt and telescoping Steering Wheel		Standard
0167 - Emergency Equipment Compartment in Uppeer Front Bulkhead	\$	165.00
0168 - Driver's Locking Storage Over Driver's Side View Window	\$	115.00
0181 - Upgrade to 11R22.5 Tires from 10R22.5 Tires		Standard
<b>Note: Insert lines as needed</b>		
<b>TOTAL COST OF ADDITIONS</b>	<b>\$</b>	<b>7,100.00</b>

<b>SOURCED GOODS DESCRIPTION</b>		<b>Cost</b>
Battery Switch Disconnect	\$	230.00
Ignition Keyed Alike	\$	12.00
Console Mounted Armrest		Standard
Modesty Panel, LH Side Barrier		Stanard
120K MCC Front and Rear Inwall A/C	\$	7,800.00
Camera Install	\$	350.00
Zonar Install	\$	165.00
Two Way Radio Install	\$	95.00
MCC 5 Year Warranty	\$	695.00
<b>Rear In Wall Only A/C Deduct \$2800.00</b>		
<b>Customer Loyalty Discount</b>	\$	<b>(3,787.00)</b>
<b>TOTAL COST OF SOURCED GOODS</b>	<b>\$</b>	<b>5,560.00</b>
<b>TOTAL COST OF BUILD A BUS</b>	<b>\$</b>	<b>87,800.00</b>





## BOARD OF EDUCATION Executive Summary

<p><b><u>Subject:</u></b> Approve Purchase of One New Bluebird Bus from State Bond Funds</p>	<p><b><u>Category:</u></b> ✓ Action</p>
<p><b><u>Attachments:</u></b> State bond bus sheet, Blue Bird detail</p>	<p><b><u>Date for Consideration:</u></b> February 8, 2018</p>
<p><b><u>Strategic Goal:</u></b> Strategic Goal #4 – Strategically leverage resources to improve district programs and implement new initiatives.</p>	<p><b><u>Objective:</u></b> Purchase new school buses for the 2017-2018 school year. This purchase will utilize State bond and general funds. This process continues the effort to keep a functioning modern fleet to safely transport students to school.</p>

### Background –

Blue Bird school buses were rated superior and preferred in the CCSD Transportation Department’s operation and maintenance ranking, and continued use of this model will provide for further standardization of common parts, reduced inventory costs, greater efficiency in training and maintenance, and increased bus fleet quality. Based on an examination by CCSD mechanics, the quality remains higher for Blue Bird buses and the units are manufactured in Georgia.

Each year the state sets aside funds to purchase school buses. This has been done for a number of years by the school district. In the past we have purchased several but this year the state is only funding one bus. State bond funds only cover a basic bus configuration so to add an extra item like A/C we have to use general funds to cover.

All route buses have A/C but the spare buses have some without. This will move us closer to taking those buses off the road and out of the fleet.

**Highlights –**

One 36-passenger school bus per CCSD specifications cost \$87,800 each for a total purchase price of \$87,800. State of Georgia Bond Funds are in the amount of \$77,319.58 and general funds in the amount of \$10,480.42 will be used. The total cost of purchase will be \$87,800.

Attached to this recommendation are:

- Bus pricing worksheet Yancey Bus Sales and Service
- 2017 State Bond allocation worksheet

<b>Strengths</b>	<b>Challenges</b>
<b>MAINTAIN REPLACEMENT GOAL</b>  <b>RETIRE SCHOOL BUSES WITHOUT A/C OR WHO ARE OUT OF WARRANTY</b>	<b>GET DELIVERY ON TIME SO INVOICES CAN BE PROCESSED IN 2018 BUDGET YEAR</b>  <b>STILL SHORT BY 6 BUSES TO MEET REPLACEMENT GOAL</b>

**Recommendation** – It is the recommendation of the Administration that the Board of Education approve the purchase of one (1) 36-passenger school bus per CCSD specifications cost \$87,800 each. The total cost of purchase will be \$87,800. State of Georgia Bond Funds are in the amount of \$77,319.58 and general funds in the amount of \$10,480.42 will be used. In the event the buses delivery date extends beyond the end of the current fiscal year, the recommendation requests approval to carryover any unspent FY 2018 funds for this purchase to the FY 2019 Transportation Department budget.

<p><b>Action Steps:</b> Approve purchase</p>	<p><b>Timeline:</b> February 2018 for delivery on June 2018</p>
<p><b>Responsible Leadership:</b> Fabian Jones, Director Transportation</p>	<p><b>Status:</b></p>

**Report Back to the Board of Education:**

- 90 Days
- 180 Days
- Annually
- Written Report
- Presentation to the Board

**Submitted By:**

**Board of Education Action:**

- Approve
- Reject
- Research/Report Back

# Blue Bird Body Company - Sales Quotation

Quote 156172 - CLARKE COUNTY SCHOOL DISTRICT

Market	PLBT	Prod Code	Length	Capacity	Chassis	Wheelbase	Qty	Promise Date
US School Bus	BBCV	RG	1910	36	BB-BBCV	169.0	4	01/18/2018

Quoted To: CLARKE COUNTY SCHOOL DISTRICT  
 CLARKE County  
 240 MITCHELL BRIDGE ROAD  
 ATHENS GA 30606

Quoted By: Yancey Bus Sales and Service

Quantity	Base Model / Feature	Description
4	BBCV 1910	B.B. CONVENTIONAL

<b>Quote Id: 156172</b>	<b>Standard Options</b>
-------------------------	-------------------------

1	00198-02	LATCH, LOCKING, DOOR BATTERY CMPT
1	00254	STEPWELL, NATL STDS, 1990
1	00374-01	RETAINER REAR EMERG DOOR
1	00984	PLYWOOD FLOOR SCREWED DOWN
1	01026-01	WEAR PLATE, ENT DR, RUBBER, WHITE NOSE
1	01561	EMERGENCY DOOR ARROWS
1	01922-02	DAYTIME RUN LGTS, W/ P/BRAKE DEACTIVATE
1	02230	DOOR SWITCH, STEPWELL LIGHT
1	02324	EXTERIOR SOLID NSBY
1	02325-18	LOGO, BIRD ONLY, VINYL, BLACK
1	02380-02	PANEL, SIDE, 20GA FLUTED, 16 1/4 SKIRT
1	02449-05	GALVALUME I/S PNL, FULL HEM, TEXTURIZED
1	03183-01	VISOR, ACRYLIC, LEFT SIDE, ADJUSTABLE
1	03288	4 PC FLAT SHADED W/S
1	06745	COVER FOR EMERGENCY DOOR SWITCH
1	30001	ACCESSORY POWER SOCKET W/CAP
1	30056-17	HOSE, HTR, EPDM, W/STD CLAMPS
1	30102-15	LIGHTS, CL/MK, LED, 2 AMBER, 2 RED
1	30103-10	LIGHTS, ID, GROMMET MOUNT, LED
1	30105-10	LIGHTS, MKR, LED, INTERMEDIATE
1	30109-01	PRE-TRIP EXTERIOR LIGHT TEST
1	30193-05	FLASHER, W/L SYSTEM, I-O CONTROLS
1	30196-02	HOODS, WARNING LIGHTS, DUAL
1	30199-01	SYSTEM, WARN, 8-LGT, SEQ
1	30201-01	SEQUENCE, W/L SYSTEM, SEQUENTIAL
1	30210-01	SWITCH, W/L MASTER, LOC, LH
1	30210-03	SWITCH, W/L START, LOC, LH
1	30210-09	LIGHTS, PILOT, W/L SYSTEM, LOC, LH
1	30211-03	CONTROLS, CONFIG, W/L, OPT #3, 8-LGT, LH
1	30218-02	SWITCH, W/L, MASTER, GREEN PILOT
1	30225-01	SWITCH, W/L START, MANUAL
1	30228-02	INDICATOR, W/L SYSTEM, AMBER/RED
1	30295-05	LOCATION, STOP ARM, FRONT
1	30316-01	WIRING, W/L SYSTEM, 14 GA
1	30321-01	LIGHT, SWITCH PANEL, CHASSIS CTRL
1	30331-01	CIRCUIT PROTECTION, FUSES
1	30400-01	PAINT, INTERIOR, ASTRO WHITE
1	30430-02	VINYL, REFL, RR EMER DR YELLOW, 3M
1	30456-02	MIRROR, REARVIEW, INT 6X30

1	30484-11	MIRROR BRACKETS,C/VIEW,BELL MOUNT
1	30484-15	MIRROR,CROSSVIEW,EYE-MAX LP
1	30529-02	3" REFLECT,FRONT,INT & REAR,3M DIA GRADE
12	30834-05	PAD,CUSHION,SEAT,REBOND
1	30921-02	LATCH,LOCKABLE,ELEC PANEL
1	30945-06	BODY CONSTRUCTION FM/CMVSS 221
1	30960-06	STEPWELL, GALVANIZED
1	30977-02	DOOR,ENTRANCE,OUTWARD OPENING
1	31015-02	DOOR,EMERGENCY,REAR,2 WINDOW
1	31021-01	COVERING,FLOOR,RUBBER,BLACK
1	31024-02	TRIM,AISLE,ALUMINUM
1	31049-01	HANDRAIL,ENT DR,BARRIER 3.25 - 5.25
1	31114-01	END CAP,RUB RAIL,STAMPED STEEL
1	31156-01	LIGHT,STEPWELL,15 CANDLE POWER
1	31166-01	MARKER LGT CONTROL,STEPWELL LGT
1	31201-03	BUZZER,REAR EMERG DOOR
1	40004-16	SUSPENSION,SPRG,FRT,SOFTEK,8500
1	40005-10	SUSPENSION,SPRG,REAR,2-STAGE,17000
1	40018-65	AXLE,REAR,S21-140,5.29
1	40048-02	LUBRICATION,OIL,PETROLEUM,AXLE
1	40086-04	BUMPER,REAR,STEEL
1	40088-06	BUMPER,FRONT,STEEL 15IN
1	40097-04	COLUMN,STEER,TILT/TELESCOPE,DOUG AUTOTEC
1	40098-01	CRUISE CONTROL
1	40108-06	HOSE,COOL,RUBBER,PREM,W/CONST TENS CLMP
1	40111-02	FLUID,TRANSMISSION,SYNTHETIC
1	40141-03	BATTERY COMPARTMENT,SLIDER TRAY,CHAS MTD
1	40142-06	BATTERIES,GROUP 31,THREE
1	40215-18	EXHAUST,PRIMARY,SING CAN A/T,CUM
1	40241-18	FUEL SYSTEM,DSL,45 GAL BFR LH FILL
1	40280-04	GAUGE,SPEEDOMETER, MILES
1	40280-14	CLUSTER,INSTRUMENT,AMETEK
1	40390-14	BALANCE FRONT WHEELS
1	40432-14	TRANS,ALLISON,2500PTS 5 SPD
1	40440-11	WHEELS,STEEL,8.25X22.5 DSC,HUB-PILO

Quote Id: 156172		Optional Features
		----- CHASSIS -----
1	30058-03	PUMP,HEATER WATER
1	40000-12	AXLE,STEER,HENDRICKSON NXT,12000 LB
1	40050-03	BRAKE,EXHAUST,VGT
1	40051-07	BRAKE INTERLOCK,PARKING,AIR BRAKES
1	40052-03	ADJ,SLK,AUTO,MERITOR
1	40053-02	CHAMBERS,BRAKE,AIR
1	40070-11	BRAKES,AIR,MERITOR,4"FRT/7"RR
1	40076-01	BRAKES,ANTI-LOCK(ABS),AIR
1	40081-19	DRYER,AIR,BENDIX AD-IP
1	40085-01	LIFTING REINFORCEMENT,BUMPER
1	40099-01	PEDALS,ADJUSTABLE
1	40111-08	ANTIFREEZE,ES COMPLEAT OAT
1	40134-04	ALTERNATOR, LEECE-NEVILLE, 270 AMP
1	40142-01	SWITCH,BATTERY DISCONNECT
1	40171-07	GOVERNOR,ROAD SPEED,65 MPH
1	40179-40	ENGINE,CUM B6.7,DSL,220HP@520LB-FT
1	40213-03	2017 EMISSIONS ENGINE
1	40216-02	T/PIPE,THROUGH BUMPER
1	40233-17	FILTER,DIESEL,WIF,HEATED,PRIMER PUMP
1	40354-21	TIRE,HANKOOK,11R22.5,LRG,AH24
1	40411-01	TOW HOOKS, FRONT
1	40411-02	TOW HOOKS, REAR
1	40452-09	WHEELBASE,169 IN
		----- BODY -----
1	00219-01	SLIDING BOLT VANDAL LOCK - RCED
1	00505-05	FUEL TANK DOOR,SPRING-LOADED,LOCKING
1	00989-01	FLOOR,PLYWOOD,5/8 BB,MARINE GRADE
1	01485-05	INSULATION,BOW CAVITY,FIBERGLASS
1	02683	EXTEND SEAT RAIL
1	03110	GRIP HANDLES
1	03110-01	STEP,COWL,FOLDING
1	03470-06	77 IN HEADROOM CONVENTIONAL
1	30030-25	VENT,SPHEROS,STANDARD
1	30060-07	HEATER,50K,FRT STEPWELL AREA
1	30060-21	HEATER,80K,LH,REAR,F/M
1	30120-04	LGTS,DIR,FRT,FENDER MNT
1	30195-12	MONITOR,UNIV.,EXTERIOR LT,DORAN
1	30245-06	GUARD, STROBE LIGHT
1	30292-05	CONTROL ARM,CROSSING,AIR,POLY
1	30296-14	S/ARM,AIR,H/I REFL,LED CLUSTER
1	30298-01	ALERT SYSTEM,REAR,MOTORIST
1	30337-06	INSULATION,ENTRANCE DOOR HEADER
1	30337-07	INSULATION,BODY,POLYESTER/FIBERGLASS
1	30482-13	HEATED MIRROR,EXT,15 MIN TIMER,REM CTRL
1	30483-19	MIRROR,EXT,OPEN VIEW,ES SPLIT SYSTEM
1	30757-04	PACKAGE,STATE,GEORGIA
1	30796-06	SEAT,DRV,NATIONAL,AIR,MORD,BLUE
1	30857-23	UPH,FIREBLOCK,SEAT BOTTOMS/BACKS
12	30857-44	UPH,FIRE BLOCK,BLUE,PASS
2	30857-51	UPH,FIRE BLOCK,BLUE,BARRIER
1	30905-04	DASH,GLOVE BOX
1	30905-05	CONSOLE MOUNT,ARM REST
1	30978-07	DOOR CONTROL,AIR PWR,LATCH SW,3-POS

1	30981-03	LOCK, SECURITY, ENT DOOR
1	31160-21	STEPTREAD, RUBBER STUD, BLACK
1	31161-05	S/TREAD, METAL BACK, W/WHITE NOSE
1	31184-03	GLASS, RR EMER DR, LWR, DK TINT, TEMP
1	31185-03	GLASS, RR EMER DR UPR, DK TINT, TEMP
1	31187-03	GLASS, REAR VISION, DK TINT, TEMP
1	31188-03	GLASS, ENT DR, LOWER, TINT, LAM
1	31189-03	GLASS, ENT DR, UPPER, TINT, LAM
2	31193-22	WINDOW, S/S, P/O, 12", TEMP, TINT, BLK
1	31200-48	WDO ASSY, DRVR, GREEN TINT, LAM, BLK
10	31202-24	WINDOW, S/S, 12", TEMP, TINT, BLK
		----- ELECTRICAL -----
1	02656	BODY FRONT AMBER REFLECTORS
1	30029-01	WIRING, VENT, ROOF HATCH, BUZZER
1	30057-02	SWITCH, NOISE SUPPRESSION, LATCHING
1	30116-05	LIGHTS, DIRECTIONALS, RR, AMBER LED
1	30117-21	LIGHTS, DIR/MKR, SIDE, LED, FRT, BELT
1	30121-03	WIRING, DIR, SIDE, FRONT, BELTLINE
1	30151-05	LIGHTS, DOME, 120 LUMENS, LED
1	30155-03	LIGHT, 1 DOME, DRIVERS, LED, SEPARATE SW
1	30157-03	DOME, RR SW, 2 LGTS/2 ROWS
1	30158-02	DOME, 2 ROW/2 SWITCHES, L & RS, CONFIG
1	30173-06	LIGHT, 4" LED, STOP/TAIL, VANDAL RESIST
1	30175-03	LIGHT, 7" STOP/TAIL, LED
1	30176-09	LIGHT, 7 INCH BACKUP, LED
1	30184-02	ARM CONDITION, PTI, ACC MAINTAINED
1	30185-02	MONITOR, POST TRIP INSPECT, DORAN
1	30186-03	ARMING, PTI, 10 MIN W/IGN OR WARN LGTS
1	30187-01	ALARM CONDITION, PTI, ENT DOOR OPEN
1	30188-01	ALARM INDICATION, PTI, HEADLIGHTS & HORN
1	30200-19	LIGHTS, WARN, LED, 8-LGT, AMB/RED
1	30210-17	SWITCH, DOOR CONTROL, LOC, LH
1	30242-04	LIGHT, BOARDING, ENTRANCE DOOR, LED
1	30244-02	LOCATION, STROBE, 4 FEET FROM REAR OF ROOF
1	30245-12	LIGHT, STROBE, SELF-CONT, LED, LOW PRO
1	30246-03	CONTROL, STROBE, S/CONT, W/PILOT
1	30249-01	ACTIVATION, STROBE, WARNING LIGHTS
1	30297-10	WIRING, S/ARM, AIR W/INDEP FLSTR
1	30310-02	HORN, BACKING SAFETY, 112 DB
1	30325-04	POWER, BAT CONTROL, DOME LIGHTS
1	30331-03	CIRCUIT PROTECTION, AUX, IGN CONTROLLED
1	30331-04	CIRCUIT PROTECTION, AUX, BATT CONTROLLED
1	31201-09	BUZZER, MID SEC, P/O WINDOW
2	31201-10	WIRING, P/O WINDOW, DRS BUZ ONLY
1	40097-03	SWITCH, IGNITION, KEYED ALIKE
1	40493-05	PROGRAM, TCM, F/S 2.0, ATI, 2000 SER
		----- PAINT -----
1	02330-03	PAINT DESIGN, BRIGHT WHITE ROOF, 12.5 IN
2	30365-01	LETTERING, EMERGENCY EXIT, ABOVE EXIT
1	30365-02	LETTERING, EMERGENCY DOOR, ABOVE EXIT
3	30366-01	LETTERING, EMERGENCY, INTERIOR, VINYL, BLACK
3	30366-02	LETTERING, EMERGENCY, EXTERIOR, VINYL, BLACK
1	30385-05	PAINT, RUBRAILS ONLY, FULL WIDTH BLACK
1	30386-02	PAINT, CHASSIS GRILLE, SILVER
1	30395-02	PAINT, BACKGROUND, WARN LGT, 3" BLACK
2	30430-04	VINYL, REFL, P/O WINDOW YELLOW, 3M

1	30430-05	VINYL,REFL,SB SIGN,FRT YELLOW,3M
1	30430-06	VINYL,REFL,SB SIGN,RR YELLOW,3M
1	30430-07	VINYL,REFL,2IN SIDE YELLOW,3M
1	30430-08	VINYL,REFL,1.75 IN RR YELLOW,3M
		----- SEATS -----
12	02793-09	SEAT,39,SIMT LD,SEAT BELT READY,HBK
1	02836-15	SEAT BELT,DRV,3 PT,SINGLE RETRACT,ORANGE
1	30784-09	PANEL,MODESTY,BARRIER,ENT DOOR
1	30784-43	PANEL,MODESTY,BARRIER,DRIVER,LH
1	30815-02	CUTTER,SEAT BELT,TIE-TECH
2	30820-09	BARRIER, 39 INCH HIGH BACK
		----- ACCESSORIES -----
1	00161	EMERGENCY EQUIPMENT CMPT,UPR FRONT
1	00575	FLAPS FRONT RUBBER
1	00586	FLAPS REAR WITH BB LOGO
1	00661-01	FE 5 LB DRY W/HOSE (DRIVERS CPT)
1	00755	TRIANGULAR WARNING DEVICE REAR
1	30555-01	FAK,GEORGIA
1	30652-01	BODY FLUID KIT,GEORGIA
1	31300-24	WARRANTY L3 IN LIEU OF SB,5 YR
		----- INTERIOR -----
1	00288	FORWARD GRABRAIL
1	01507-02	ACOUSTIC HEADLINING FULL LENGTH
1	30026-03	FAN,AUXILIARY,UPPER CENTER,6"
1	30906-02	COMPARTMENT,STORAGE,OVERHEAD,LOCKNG
		----- ERROR -----
1	30286-01	WIRING,CROSSING ARM,AIR

<b>Quote Id: 156172</b>		<b>Dealer Options</b>
-------------------------	--	-----------------------

1	AC-120K BTU	Yancey
1	GPS Installation	Alpha

<b>Quote Id: 156172</b>		<b>Customer Charges</b>
-------------------------	--	-------------------------

1	1	DOAS 1% Fee
---	---	-------------

<b>Quote Id: 156172</b>		<b>Additional Charges</b>
-------------------------	--	---------------------------

1		COMM SURCHARGE
1		DEALER-PREP-ALLOWANCE
1		FLOORING-ASSISTANCE
1		FX-ADJUSTMENT
1		FX-PROGRAM
1		PRICING-INCENTIVE

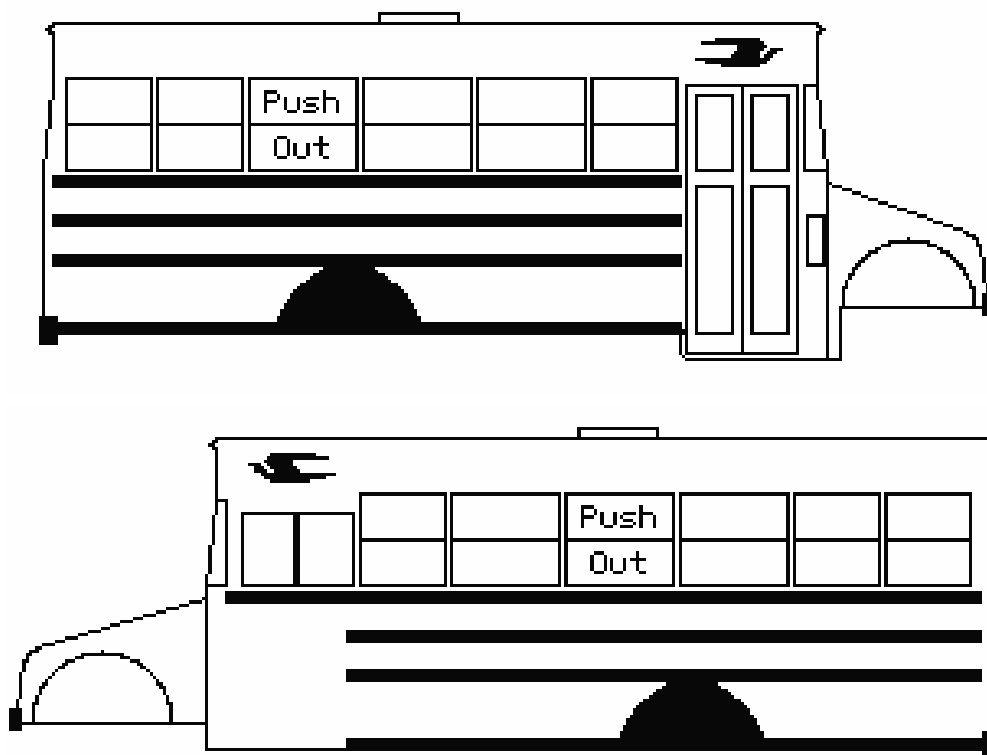
<b>Quote Id: 156172</b>		<b>Dealer Incentives</b>
-------------------------	--	--------------------------

<b>Quote Id: 156172</b>		<b>Lettering / Bus Number</b>
-------------------------	--	-------------------------------

Lettering BLBS	Black Lettering 6" CLARKE COUNTY SCHOOLS
Bus Numbers	TBD, TBD, TBD, TBD
Locations/Color/Size	BELT LINE BOTH SIDES FRONT / Black / 6" letters TAG EMBOSS, RH REAR / Black / 6" letters BUMPER FRONT, LH SIDE / NSBC / 4" letters NONE / NONE / NONE letters

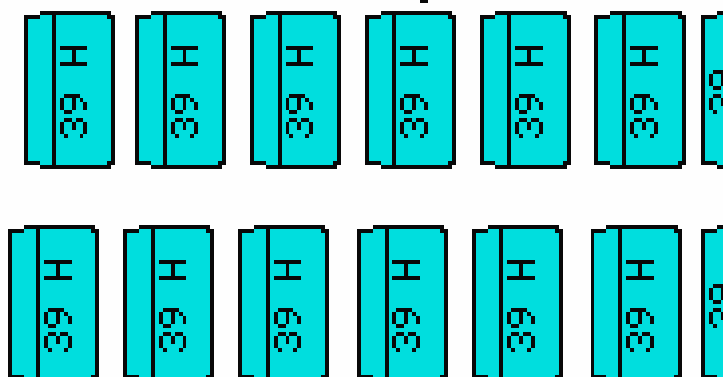


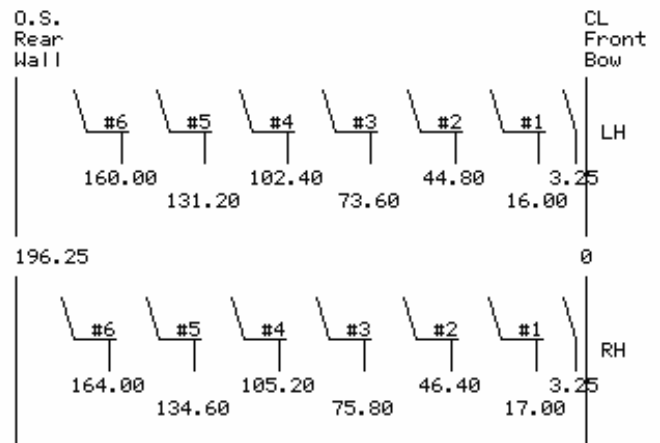
Body Plan: 5010775



Seat Plan: 10288

SP: 10288 BBCV 1910, 36 CAP





Row	RH Seats	LH Seats
1	39SBHB	39SBHB
2	39SBHB	39SBHB
3	39SBHB	39SBHB
4	39SBHB	39SBHB
5	39SBHB	39SBHB
6	39SBHB	39SBHB

Dimensions are to center line of front mounting hole.

LH Seat Spacing: 28.80  
 LH Knee Clearance: 26.30

RH Seat Spacing: 29.40  
 RH Knee Clearance: 26.90

BBCV 1910

Capacity	36
Seat Plan #	10288
Wheelbase	169.0

BBCV1910 169WB

DO NOT SCALE

## BUILD A BUS WORKSHEET (Download and save to your computer for form to work properly)

Use this worksheet to build your bus by selecting options to add and delete options. Your built bus should be verified with the vendor to ensure options compatibility with options selected.

<b>VENDOR NAME:</b>	<b>Yancey Bus Sales and Service</b>
Delivery Cost Per Mile	
Estimated Number of Miles	
Delivery Cost	\$0.00

Description of Bus	Manufacturer Make/Model	Bus Bid Price
36 Passenger	Blue Bird Vision BBCV1910 (Clarke County Schools)	\$75,251.00

BUS OPTION DELETION DESCRIPTION	Cost
0164 - Credit for Air Operated Stop Arm (vs Electric) with LED Lights	\$ 111.00
Stock unit discount	\$ -
<b>TOTAL COST OF DELETIONS</b>	<b>\$ 111.00</b>

BUS OPTIONS ADDITIONS DESCRIPTION	
Cummins Engine, 220 HP, 2013 Emissions	\$ 1,125.00
Allison 2500 Automatic Transmission	Standard
Cruise Control	Standard
01- Adjustable Pedals	\$ 965.00
02 - Alternator -270 amp	\$ 710.00
012 - Front Axle, 12,000lb	Standard
016 - Oil Filled front Hubs	Standard
020 - Rear Axle, 19,000lb	Standard
023 - Exterior Battery Box	Standard
024 - Three (3) Group 31 Batteries	Standard
029 - Bendix Ad-IP Air Dryer	Standard
031 - Front Air Brakes, 16.5"x5"	Standard
033 - Rear Air Brakes, 16.5"x7"	Standard
037-Color-Black Frames	\$ 160.00
040 - White Roof	\$ 235.00
047 - Air Operated Crossing Arm with Poly-Carbon Rod	Standard
048 - Driver's Seat, Air Ride	\$ 205.00
50 - Driver's Seat Belt with Adjustable Tether	Standard
052 - Digital Clock on Dash	Standard
054 - Power Outlet for Cell Phone Charger	Standard
055 - Exterior Electrical Panel Access Door	Standard
061-Engine-Exhaust Brake	\$ 360.00
062 - Primer Pump for Fuel System	Standard
063 - Entrance Door, Air Operated	\$ 285.00
065-Entrance Door-Three Position Switch	\$ -
070 - Pebble Tread Entrance Steps	\$ 220.00

073 - Plywood Sub-Flooring, 1/2" Treated	\$	285.00
078 - Tinted Windows, Full Bus	\$	181.00
086 - Goodyear Premium Coolant Hoses (Chassis)		Standard
091 - Goodyear Premium Heater Hoses (Body)		Standard
0113-Lighting-Lamps and Signals-complete LED Exterior	\$	350.00
0114 - Dome lights, 2 rows		Standard
0115 - Driver's Dome on Separate Switch	\$	49.00
0117 - Lighting - Lamps and Signals - Entrance Door Exterior Light	\$	68.00
0118 - Headlights with Day-Time Running Lights		Standard
0121-Lighting-Lamps and Signals-LED 8 Way Lights	\$	502.00
0127 - Rear Motorist Alert LED Light Assembly		Standard
0128 - Compartments Keyed Alike		Standard
0130 - Vandal Locks, Front and Rear Doors	\$	246.00
0135 - Heated Exterior Side and Crossover Mirrors	\$	60.00
0136 - Mud Flaps, Front	\$	50.00
0137 - Mud Flaps, Rear	\$	59.00
0139 - Full Length Accoustical Headliner	\$	705.00
0160 - Tilt and telescoping Steering Wheel		Standard
0167 - Emergency Equipment Compartment in Uppeer Front Bulkhead	\$	165.00
0168 - Driver's Locking Storage Over Driver's Side View Window	\$	115.00
0181 - Upgrade to 11R22.5 Tires from 10R22.5 Tires		Standard
<b>Note: Insert lines as needed</b>		
<b>TOTAL COST OF ADDITIONS</b>	<b>\$</b>	<b>7,100.00</b>

<b>SOURCED GOODS DESCRIPTION</b>		<b>Cost</b>
Battery Switch Disconnect	\$	230.00
Ignition Keyed Alike	\$	12.00
Console Mounted Armrest		Standard
Modesty Panel, LH Side Barrier		Stanard
120K MCC Front and Rear Inwall A/C	\$	7,800.00
Camera Install	\$	350.00
Zonar Install	\$	165.00
Two Way Radio Install	\$	95.00
MCC 5 Year Warranty	\$	695.00
<b>Rear In Wall Only A/C Deduct \$2800.00</b>		
<b>Customer Loyalty Discount</b>	\$	<b>(3,787.00)</b>
<b>TOTAL COST OF SOURCED GOODS</b>	<b>\$</b>	<b>5,560.00</b>
<b>TOTAL COST OF BUILD A BUS</b>	<b>\$</b>	<b>87,800.00</b>

2018 Bond Buses

School System	System	Allocated 12,382	FY 16 Inventory Within Cycle	Allocated Not Within Replacement	2018 Bond Buses (E*2.65%)	Total FY 13 - 18 Partial Bus	2018 Bond Buses Partial	2018 Bond Buses Earned	\$ Allocation
APPLING	601	41	16	25	1	0.0000		1	\$ 77,319.58
ATKINSON	602	18	13	5	0.1325	0.1325		0	
ATLANTA	761	220	352	-132	0	0.0000		0	
BACON	603	22	9	13	0.3445	0.7435	1	1	\$ 77,319.58
BAKER	604	4	7	-3	0	0.0000		0	
BALDWIN	605	56	29	27	1	0.0000		1	\$ 77,319.58
BANKS	606	30	24	6	0.1590	0.1590		0	
BARROW	607	87	104	-17	0	0.0790		0	
BARTOW	608	127	86	41	1	0.0000		1	\$ 77,319.58
BEN HILL	609	31	16	15	0.3975	0.3975		0	
BERRIEN	610	35	24	11	0.2915	0.2915		0	
BIBB	611	106	70	36	1	0.0000		1	\$ 77,319.58
BLECKLEY	612	28	17	11	0.2915	0.2915		0	
BRANTLEY	613	43	25	18	0.4770	0.8849	1	1	\$ 77,319.58
BREMEN	763	1	1	0	0	0.0000		0	
BROOKS	614	29	16	13	0.3445	0.7831	1	1	\$ 77,319.58
BRYAN	615	52	38	14	0.3710	0.3710		0	
BUFORD	764	17	12	5	0.1325	0.3605		0	
BULLOCH	616	95	93	2	0.0530	0.5090	1	1	\$ 77,319.58
BURKE	617	63	47	16	0.4240	0.7960	1	1	\$ 77,319.58
BUTTS	618	41	19	22	1	0.0000		1	\$ 77,319.58
CALHOUN	619	9	8	1	0.0265	0.2414		0	
CALHOUN CITY	765	14	5	9	0.2385	0.2385		0	
CAMDEN	620	73	54	19	1	0.0000		1	\$ 77,319.58
CANDLER	621	21	15	6	0.1590	0.1590		0	
CARROLL	622	162	68	94	2	0.0000		2	\$ 154,639.16
CARROLLTON	766	23	33	-10	0	0.0000		0	
CARTERSVILLE	767	21	27	-6	0	0.0000		0	
CATOOSA	623	84	75	9	0.2385	0.5175	1	1	\$ 77,319.58
CHARLTON	624	19	13	6	0.1590	0.1590		0	
CHATHAM	625	296	296	0	0	0.0000		0	
CHATTAHOOCHEE	626	8	9	-1	0	0.0000		0	
CHATTOOGA	627	31	24	7	0.1855	0.6505	1	1	\$ 77,319.58
CHEROKEE	628	281	269	12	0.3180	0.3180		0	
CHICKAMAUGA	769	0	6	-6	0	0.0000		0	
CLARKE	629	121	87	34	1	0.0000		1	\$ 77,319.58
CLAY	630	3	7	-4	0	0.0000		0	

2018 Bond Buses

School System	System	Allocated 12,382	FY 16 Inventory Within Cycle	Allocated Not Within Replacement	2018 Bond Buses (E*2.65%)	Total FY 13 - 18 Partial Bus	2018 Bond Buses Partial	2018 Bond Buses Earned	\$ Allocation
CLAYTON	631	259	164	95	3	0.0000		3	\$ 231,958.74
CLINCH	632	15	10	5	0.1325	0.1325		0	
COBB	633	587	509	78	2	0.0000		2	\$ 154,639.16
COFFEE	634	71	51	20	1	0.0000		1	\$ 77,319.58
COLQUITT	635	68	43	25	1	0.0000		1	\$ 77,319.58
COLUMBIA	636	155	124	31	1	0.0000		1	\$ 77,319.58
COMMERCE	771	7	5	2	0.0530	0.0530		0	
COOK	637	32	12	20	1	0.0000		1	\$ 77,319.58
COWETA	638	184	129	55	1	0.0000		1	\$ 77,319.58
CRAWFORD	639	29	16	13	0.3445	0.3445		0	
CRISP	640	42	37	5	0.1325	0.1325		0	
DADE	641	21	16	5	0.1325	0.1325		0	
DALTON No Bond \$\$\$	772	42	30	12	0.3180	0.3180		0	
DAWSON	642	32	32	0	0	0.0000		0	
DECATUR	643	53	32	21	1	0.0000		1	\$ 77,319.58
DECATUR CITY	773	17	22	-5	0	0.0000		0	
DEKALB	644	709	454	255	7	0.0000		7	\$ 541,237.06
DODGE	645	46	26	20	1	0.0000		1	\$ 77,319.58
DOOLY	646	20	25	-5	0	0.0000		0	
DOUGHERTY	647	121	60	61	2	0.0000		2	\$ 154,639.16
DOUGLAS	648	197	163	34	1	0.0000		1	\$ 77,319.58
DUBLIN	774	21	12	9	0.2385	0.2385		0	
EARLY	649	25	17	8	0.2120	0.6110	1	1	\$ 77,319.58
ECHOLS	650	11	10	1	0.0265	0.0835		0	
EFFINGHAM	651	113	83	30	1	0.0000		1	\$ 77,319.58
ELBERT	652	40	21	19	1	0.0000		1	\$ 77,319.58
EMANUEL	653	45	34	11	0.2915	0.2915		0	
EVANS	654	15	15	0	0	0.0000		0	
FANNIN	655	33	29	4	0.1060	0.3910		0	
FAYETTE	656	148	194	-46	0	0.0000		0	
FLOYD	657	95	78	17	0.4505	0.5645	1	1	\$ 77,319.58
FORSYTH	658	187	210	-23	0	0.0000		0	
FRANKLIN	659	41	20	21	1	0.0000		1	\$ 77,319.58
FULTON	660	549	557	-8	0	0.0000		0	
GAINESVILLE	776	39	21	18	0.4770	0.4770		0	
GILMER	661	40	38	2	0.0530	0.1670		0	
GLASCOCK	662	8	7	1	0.0265	0.2297		0	

2018 Bond Buses

School System	System	Allocated 12,382	FY 16 Inventory Within Cycle	Allocated Not Within Replacement	2018 Bond Buses (E*2.65%)	Total FY 13 - 18 Partial Bus	2018 Bond Buses Partial	2018 Bond Buses Earned	\$ Allocation
GLYNN	663	103	88	15	0.3975	0.3975		0	
GORDON	664	78	31	47	1	0.0000		1	\$ 77,319.58
GRADY	665	40	14	26	1	0.0000		1	\$ 77,319.58
GREENE	666	29	21	8	0.2120	0.2120		0	
GWINNETT	667	937	474	463	12	0.0000		12	\$ 927,834.96
HABERSHAM	668	60	45	15	0.3975	0.3975		0	
HALL	669	178	135	43	1	0.0000		1	\$ 77,319.58
HANCOCK	670	17	17	0	0	0.0000		0	
HARALSON	671	42	22	20	1	0.0000		1	\$ 77,319.58
HARRIS	672	67	29	38	1	0.0000		1	\$ 77,319.58
HART	673	41	23	18	0.4770	0.4770		0	
HEARD	674	24	25	-1	0	0.1860		0	
HENRY	675	238	163	75	2	0.0000		2	\$ 154,639.16
HOUSTON	676	143	120	23	1	0.4650		1	\$ 77,319.58
IRWIN	677	19	13	6	0.1590	0.1590		0	
JACKSON	678	74	42	32	1	0.0000		1	\$ 77,319.58
JASPER	679	31	19	12	0.3180	0.3180		0	
JEFF DAVIS	680	33	20	13	0.3445	0.3445		0	
JEFFERSON	681	29	25	4	0.1060	0.1060		0	
JEFFERSON CITY	779	11	5	6	0.1590	0.4440		0	
JENKINS	682	15	10	5	0.1325	0.3605		0	
JOHNSON	683	14	14	0	0	0.0000		0	
JONES	684	56	40	16	0.4240	0.4240		0	
LAMAR	685	34	21	13	0.3445	0.3445		0	
LANIER	686	13	15	-2	0	0.0000		0	
LAURENS	687	73	47	26	1	0.0000		1	\$ 77,319.58
LEE	688	60	44	16	0.4240	0.4240		0	
LIBERTY	689	102	51	51	1	0.0000		1	\$ 77,319.58
LINCOLN	690	19	15	4	0.1060	0.5928	1	1	\$ 77,319.58
LONG	691	33	21	12	0.3180	0.5460	1	1	\$ 77,319.58
LOWNDES	692	108	61	47	1	0.0000		1	\$ 77,319.58
LUMPKIN	693	44	31	13	0.3445	0.3445		0	
MACON	694	21	22	-1	0	0.0000		0	
MADISON	695	66	19	47	1	0.0000		1	\$ 77,319.58
MARIETTA	781	47	36	11	0.2915	0.5087	1	1	\$ 77,319.58
MARION	696	22	17	5	0.1325	0.4175		0	
MCDUFFIE	697	40	35	5	0.1325	0.1325		0	

2018 Bond Buses

School System	System	Allocated 12,382	FY 16 Inventory Within Cycle	Allocated Not Within Replacement	2018 Bond Buses (E*2.65%)	Total FY 13 - 18 Partial Bus	2018 Bond Buses Partial	2018 Bond Buses Earned	\$ Allocation
MCINTOSH	698	16	16	0	0	0.0000		0	
MERIWETHER	699	48	33	15	0.3975	0.3975		0	
MILLER	700	15	7	8	0.2120	0.6110	1	1	\$ 77,319.58
MITCHELL	701	25	13	12	0.3180	0.7524	1	1	\$ 77,319.58
MONROE	702	46	52	-6	0	0.0000		0	
MONTGOMERY	703	9	10	-1	0	0.0000		0	
MORGAN	704	34	32	2	0.0530	0.2922		0	
MURRAY	705	63	43	20	1	0.0000		1	\$ 77,319.58
MUSCOGEE	706	184	164	20	1	0.0000		1	\$ 77,319.58
NEWTON	707	176	98	78	2	0.0000		2	\$ 154,639.16
OCONEE	708	57	34	23	1	0.0000		1	\$ 77,319.58
OGLETHORPE	709	30	20	10	0.2650	0.2650		0	
PAULDING	710	220	182	38	1	0.0000		1	\$ 77,319.58
PEACH	711	39	25	14	0.3710	0.3710		0	
PELHAM	784	2	8	-6	0	0.0000		0	
PICKENS	712	54	45	9	0.2385	0.2385		0	
PIERCE	713	37	17	20	1	0.0000		1	\$ 77,319.58
PIKE	714	34	21	13	0.3445	0.3445		0	
POLK	715	58	34	24	1	0.0000		1	\$ 77,319.58
PULASKI	716	17	12	5	0.1325	0.4175		0	
PUTNAM	717	32	25	7	0.1855	0.4135		0	
QUITMAN	718	5	6	-1	0	0.0000		0	
RABUN	719	26	24	2	0.0530	0.1100		0	
RANDOLPH	720	12	11	1	0.0265	0.4825		0	
RICHMOND	721	139	153	-14	0	0.0000		0	
ROCKDALE	722	126	68	58	2	0.0000		2	\$ 154,639.16
ROME	785	27	33	-6	0	0.0000		0	
SCHLEY	723	12	8	4	0.1060	0.1060		0	
SCREVEN	724	36	25	11	0.2915	0.2915		0	
SEMINOLE	725	19	14	5	0.1325	0.1325		0	
SOCIAL CIRCLE	786	12	13	-1	0	0.0000		0	
SPALDING	726	80	54	26	1	0.0000		1	\$ 77,319.58
STEPHENS	727	50	29	21	1	0.0000		1	\$ 77,319.58
STEWART	728	8	9	-1	0	0.0000		0	
SUMTER	729	49	24	25	1	0.0000		1	\$ 77,319.58
TALBOT	730	9	5	4	0.1060	0.2990		0	
TALIAFERRO	731	3	3	0	0	0.0000		0	



2018 Bond Buses

School System	System	Allocated 12,382	FY 16 Inventory Within Cycle	Allocated Not Within Replacement	2018 Bond Buses (E*2.65%)	Total FY 13 - 18 Partial Bus	2018 Bond Buses Partial	2018 Bond Buses Earned	\$ Allocation
TATTNALL	732	40	35	5	0.1325	0.4745		0	
TAYLOR	733	19	12	7	0.1855	0.4135		0	
TELFAIR	734	25	17	8	0.2120	0.6680	1	1	\$ 77,319.58
TERRELL	735	13	18	-5	0	0.0000		0	
THOMAS	736	51	44	7	0.1855	0.5275	1	1	\$ 77,319.58
THOMASVILLE	789	3	5	-2	0	0.0000		0	
TIFT	737	56	37	19	0.5035	0.5035	1	1	\$ 77,319.58
TOOMBS	738	34	23	11	0.2915	0.2915		0	
TOWNS	739	13	11	2	0.0530	0.2240		0	
TREUTLEN	740	14	11	3	0.0795	0.3645		0	
TRION	791	0	0	0	0	0.0000		0	
TROUP	741	134	72	62	2	0.0000		2	\$ 154,639.16
TURNER	742	11	14	-3	0	0.0000		0	
TWIGGS	743	12	12	0	0	0.3509		0	
UNION	744	26	15	11	0.2915	0.2915		0	
UPSON	745	52	33	19	1	0.0000		1	\$ 77,319.58
VALDOSTA	792	39	39	0	0	0.4868		0	
VIDALIA	793	7	11	-4	0	0.0000		0	
WALKER	746	75	73	2	0.0530	0.0530		0	
WALTON	747	109	71	38	1	0.0000		1	\$ 77,319.58
WARE	748	57	46	11	0.2915	0.2915		0	
WARREN	749	6	5	1	0.0265	0.0265		0	
WASHINGTON	750	45	27	18	0.4770	0.4770		0	
WAYNE	751	53	28	25	1	0.0000		1	\$ 77,319.58
WEBSTER	752	7	6	1	0.0265	0.4549		0	
WHEELER	753	14	9	5	0.1325	0.1325		0	
WHITE	754	49	26	23	1	0.0000		1	\$ 77,319.58
WHITFIELD	755	113	50	63	2	0.0000		2	\$ 154,639.16
WILCOX	756	15	10	5	0.1325	0.1325		0	
WILKES	757	25	13	12	0.3180	0.3180		0	
WILKINSON	758	17	21	-4	0	0.0000		0	
WORTH	759	49	45	4	0.1060	0.4499		0	
<b>TOTAL</b>		<b>12,382</b>	<b>9,359</b>			<b>0.0000</b>		<b>97</b>	<b>\$ 7,499,999.26</b>

\$7.5M 97 buses @ \$77,319.58 Reimbursement Rate

**FY 18 BONDS FOR BUSES - LETTER OF  
ASSURANCE**

This Letter of Assurance lists many of the requirements for properly using bond funds available to school systems for the Fiscal Year 2018 Bond Bus allocation. By signing this Letter of Assurance, the school system agrees to the following:

1. Comply with all state and federal laws, as well as state board rules and guidelines, pertaining to the purchase, operations and maintenance of school buses.
2. Follow the policies, guidelines and regulations of the Commission and State of Georgia concerning General Obligation Bonds, as outlined in the School Bus Commitment Letter provided for this fiscal year.
3. Limit the use of the bond proceeds to the **PURCHASE** of buses. These funds **cannot** be used towards a lease purchase plan and/or payment.
4. Purchase buses from the statewide contract or bid by the school system's normal procurement practices.
5. Provide a vehicle identification number (VIN) for each bus when seeking reimbursement.
6. Bus(es) purchased with these bond funds must be used according to the governmental purposes through February 1, 2027, the period in which these bonds are outstanding.
7. The vehicles may not be leased to, or otherwise be used by private entities for non-governmental activities.
8. Reimbursement will not exceed \$77,319.58 per allocated bus. In order to provide timely reimbursements, school systems should submit invoices and necessary documentation within 90 days of the delivery of a purchased school bus.
9. The Bus Commitment Letter also references critical spend down milestones established by the IRS Code generally at three months, three years, and five years from the date the bonds were issued. In order to ensure that all bonds sold for buses are spent within these milestones, all reimbursement requests from the 2018 Bond Bus allocations should be submitted to the Department no later than December 1, 2020. Unless there is a mutual agreement to extend the spending period beyond December 1, 2020, any open projects will be closed, and any remaining funds will be reallocated to meet current needs.
10. Notify the Department of Education's Pupil Transportation Director if the school system does not intend to use the bond proceeds.

Please indicate your acceptance of this Letter of Assurance by signing below and returning the signed document within 30 days to:

Mr. Pat Schofill, Director  
Facility Services & Pupil Transportation  
Georgia Department of Education  
1670 Twin Towers East  
205 Jesse Hill Jr. Drive SE  
Atlanta, Georgia 30334

**Superintendent (Print Name):** \_\_\_\_\_

**Superintendent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**School System:** \_\_\_\_\_



<p><b><u>Subject:</u></b> Approve Date, Time and Place of Work Sessions of the Board of Education for 2018</p>	<p><b><u>Category:</u></b>  <input type="checkbox"/> Action  <input type="checkbox"/> Discussion  <input type="checkbox"/> Information</p>
<p><b><u>Attachments:</u></b> Approve Date, Time and Place of Work Sessions of the Board of Education for 2018</p>	<p><b><u>Date for Consideration:</u></b> February 1, 2018</p>
<p><b><u>Strategic Goal:</u></b>          Strategic Goal #1 - Select, support and retain a highly dedicated, talented, and diverse professional workforce.           Strategic Goal #2 – Create dynamic learning experiences for all students to close the achievement gap and to prepare them for college and careers.           Strategic Goal #3 – Strengthen neighborhood schools through strong collaborations with parent, district, and community members to support student academic growth, socio-emotional development, and physical well-being.           Strategic Goal #4 – Strategically leverage resources to improve district programs and implement new initiatives.</p>	<p><b><u>Objective:</u></b></p>

# BOARD OF EDUCATION

## Executive Summary

**Background –**

**Highlights –**

Strengths	Challenges

**Recommendation** – It is the recommendation of the Administration that the Board of Education approve is requested to schedule the Board work sessions for the calendar year 2018 on the first Thursday of each month beginning at 6:00PM at the H.T. Edwards Sr. Building, 440-1 Dearing Ext. Athen, Georgia with the exception of July.

<b>Action Steps:</b>	<b>Timeline:</b>
<b>Responsible Leadership:</b>	<b>Status:</b>

**Report Back to the Board of Education:**

- 90 Days
- 180 Days
- Annually
- Written Report
- Presentation to the Board

**Submitted By:**

**Board of Education Action:**

- Approve
- Reject
- Research/Report Back

**SCHEDULE OF WORK SESSIONS AND REGULAR BOARD OF EDUCATION  
MEETINGS FOR CALENDAR YEAR 2018**

January 4	6:00 P.M.	Work Session
January 11	6:00 P.M.	Regular Board Meeting
February 1	6:00 P.M.	Work Session
February 8	6:00 P.M.	Regular Board Meeting
March 1	6:00 P.M.	Work Session
March 8	5:00 P.M.	Regular Board Meeting
April 5	6:00 P.M.	Work Session
April 12	6:00 P.M.	Regular Board Meeting
May 3	6:00 P.M.	Work Session
May 10	6:00 P.M.	Regular Board Meeting
June 7	6:00 P.M.	Work Session
June 14	6:00 P.M.	Regular Board Meeting
July	<b>No Scheduled Meetings</b>	
August 2	6:00 P.M.	Work Session
August 9	6:00 P.M.	Regular Board Meeting
September 6	6:00 P.M.	Work Session
September 13	6:00 P.M.	Regular Board Meeting
October 4	6:00 P.M.	Work Session
October 11	6:00 P.M.	Regular Board Meeting
November 1	6:00 P.M.	Work Session
November 8	6:00 P.M.	Regular Board Meeting
No Work Session		
December 13	6:00 P.M.	Regular Board Meeting



<p><b><u>Subject:</u></b> Approve Date, Time and Place of Regular Meetings of the Board of Education for 2018</p>	<p><b><u>Category:</u></b>  <input type="checkbox"/> Action  <input type="checkbox"/> Discussion  <input type="checkbox"/> Information</p>
<p><b><u>Attachments:</u></b> Approve Date, Time and Place of Regular Meetings of the Board of Education for 2018</p>	<p><b><u>Date for Consideration:</u></b> February 1, 2018</p>
<p><b><u>Strategic Goal:</u></b>          Strategic Goal #1 - Select, support and retain a highly dedicated, talented, and diverse professional workforce.           Strategic Goal #2 – Create dynamic learning experiences for all students to close the achievement gap and to prepare them for college and careers.           Strategic Goal #3 – Strengthen neighborhood schools through strong collaborations with parent, district, and community members to support student academic growth, socio-emotional development, and physical well-being.           Strategic Goal #4 – Strategically leverage resources to improve district programs and implement new initiatives.</p>	<p><b><u>Objective:</u></b></p>

**Background –**

**Highlights –**

Strengths	Challenges

**Recommendation** – It is the recommendation of the Administration that the Board of Education approve is requested to schedule the Board regular meetings for the calendar year 2018 on the second Thursday of each month beginning at 6:00PM at the H.T. Edwards Sr. Building, 440-1 Dearing Ext. Athen, Georgia with the exception of July.

<b>Action Steps:</b>	<b>Timeline:</b>
<b>Responsible Leadership:</b>	<b>Status:</b>

**Report Back to the Board of Education:**

- 90 Days
- 180 Days
- Annually
- Written Report
- Presentation to the Board

**Submitted By:**



**Board of Education Action:**

- Approve
- Reject
- Research/Report Back

**SCHEDULE OF WORK SESSIONS AND REGULAR BOARD OF EDUCATION  
MEETINGS FOR CALENDAR YEAR 2018**

January 4	6:00 P.M.	Work Session
January 11	6:00 P.M.	Regular Board Meeting
February 1	6:00 P.M.	Work Session
February 8	6:00 P.M.	Regular Board Meeting
March 1	6:00 P.M.	Work Session
March 8	5:00 P.M.	Regular Board Meeting
April 5	6:00 P.M.	Work Session
April 12	6:00 P.M.	Regular Board Meeting
May 3	6:00 P.M.	Work Session
May 10	6:00 P.M.	Regular Board Meeting
June 7	6:00 P.M.	Work Session
June 14	6:00 P.M.	Regular Board Meeting
July	<b>No Scheduled Meetings</b>	
August 2	6:00 P.M.	Work Session
August 9	6:00 P.M.	Regular Board Meeting
September 6	6:00 P.M.	Work Session
September 13	6:00 P.M.	Regular Board Meeting
October 4	6:00 P.M.	Work Session
October 11	6:00 P.M.	Regular Board Meeting
November 1	6:00 P.M.	Work Session
November 8	6:00 P.M.	Regular Board Meeting
No Work Session		
December 13	6:00 P.M.	Regular Board Meeting



**BOARD OF EDUCATION**  
**Executive Summary**

<p><b><u>Subject:</u></b> 2018-2019 High School Program of Study</p>	<p><b><u>Category:</u></b>  <input checked="" type="checkbox"/> Action  <input type="checkbox"/> Discussion  <input type="checkbox"/> Information</p>
<p><b><u>Attachments:</u></b>  <a href="#">Link to 2018-19 Program of Study</a>  <a href="#">Board Policy IDA</a>  <a href="#">Regulation IDA-R(1)</a></p>	<p><b><u>Date for Consideration:</u></b> February 8, 2018</p>
<p><b><u>Strategic Goal:</u></b> Strategic Goal #2 – Create dynamic learning experiences for all students to close the achievement gap and to prepare them for college and careers.</p>	<p><b><u>Objective:</u></b> Performance Objective A: Implement courses and programs of study to ready all students for college and careers.</p>

**Background –**

The Program of Study provides a comprehensive overview of the programs in the Clarke County School District, and it contains the official listing of approved high school courses of study for students in the district. Courses are organized by academic departments or programs, and are based upon and consistent with the student competencies required by the Quality Basic Education Acts. Instruction in all courses is guided by the State of Georgia and locally adopted curricula according to Board Policy IDA and Regulation IDA-R(1).

No courses are counted for a student for any portion of the regular school day that the student is assigned to (1) a study hall or any non-credit course, (2) a driver education course, (3) a course recognized by the State Board of Education policy as an enrichment course, (4) a course that requires participation in an extra-curricular activity for which enrollment is on a competitive basis, (5) a course in which the student serves as a student assignment to a teacher in a school office or in the media center (except when such placement is an approved work site of a recognized career-based learning program) or (6) an individual study course for which no outline of course objectives is prepared and retained.

**Highlights –**

- Each school team engaged in a review of the Program of Study and made recommendations to reflect updates in programs and course offerings.
- Based on recommendations, administrative teams and program directors worked collaboratively to clarify language and improve organization of the document.
- Curriculum Coordinators reviewed sequencing of courses and updated program descriptions based on new content standards.

Strengths	Challenges (Opportunity)
<ul style="list-style-type: none"> <li>● Succinct graduation requirement matrix</li> <li>● Comprehensive document to identify course and program offerings as well as course and program descriptions</li> <li>● Guidelines for policy implementation to ensure consistency across schools</li> <li>● Access to information about available resources for high school students</li> </ul>	<ul style="list-style-type: none"> <li>● The work of the High School Task Force will guide future revisions to the Program of Study.</li> </ul>

**Recommendation –** It is the recommendation of the Administration that the Board of Education approve the 2018-19 High School Program of Study.

<p><b>Action Steps:</b></p> <ol style="list-style-type: none"> <li>1. Each school team reviewed and made recommendations for updates.</li> <li>2. School administrative teams and program directors worked collaboratively to clarify language and improve organization of the document.</li> <li>3. Curriculum Coordinators reviewed sequencing of courses and updated program descriptions based on new content standards.</li> <li>4. Executive Director of Secondary Teaching and Learning reviewed final draft.</li> <li>5. Request board approval of 2018-19 High School Program of Study.</li> <li>6. Distribute High School Program of Study for use in schools.</li> </ol>	<p><b>Timeline:</b> October 2017 - February 2018</p>
<p><b>Responsible Leadership:</b> High school principals, administrative team and counselors</p>	<p><b>Status:</b> Pending</p>

**Report Back to the Board of Education:**

- 90 Days
- 180 Days
- Annually
- Written Report
- Presentation to the Board

**Submitted By:**

Dr. Monica Gant,  
Associate Superintendent of Instructional Services and School Performance

**Board of Education Action:**

- Approve
- Reject
- Research/Report Back




**Board of Education Work Session**  
**High School Program of Study**  
**February 1, 2018**

*Dr. Monica Gant, Associate Superintendent Instructional Services & School Performance*

# PURPOSE

The High School Program of Study:

- ★ Provides a comprehensive overview of the programs in the Clarke County School District,
  - ★ Contains the official listing of approved high school courses of study for students in the district, and
  - ★ Organizes courses by academic departments or programs based on and consistent with the student competencies required by the Quality Basic Education Acts.
- 

Instruction in all courses is guided by the State of Georgia and locally adopted curricula according to [Board Policy IDA](#) and [Regulation IDA-R\(1\)](#).



# GOAL AND OBJECTIVE

## Strategic Goal 2:

Create dynamic learning experiences for all students to close the achievement gap and to prepare them for college and careers.

## Performance Objective A:

Implement courses and programs of study to ready all students for college and careers.

# REVIEW PROCESS

- ★ School teams of counselors and schedulers, teacher leaders (i.e. department chairs, instructional coaches), and administrators from each high school reviewed the Program of Study and provided feedback.
- ★ Administrators from all high schools collaborated on draft of document based on feedback from each school.
- ★ Curriculum Coordinators reviewed course sequence and descriptions.
- ★ Executive Director and Associate Superintendent reviewed formatting and organization of document.
- ★ Associate Superintendent completed final draft.

# HIGHLIGHTS

Following the CCSD Vision, Mission, Belief Statements and Commitments for High Student Performance:

- ★ List of High Schools and Programs (p. 6)
- ★ Table of High School Graduation Requirements (p. 7)
- ★ Alphabetical Listing of Program Planning Information (pp. 8–17)
- ★ Course Descriptions for all High School courses and Programs (pp. 19–43)
  - High School CTAE pathways and courses (pp. 29–33) driven by student interests and business partnerships
  - Athens Community Career Academy (ACCA) High School Pathways (pp. 42–43)
- ★ College Courses and Course Descriptions by Pathways (pp. 44–50)
- ★ General Academic Dual Enrollment Courses (pp. 51–53)

# HIGH SCHOOL UPDATES

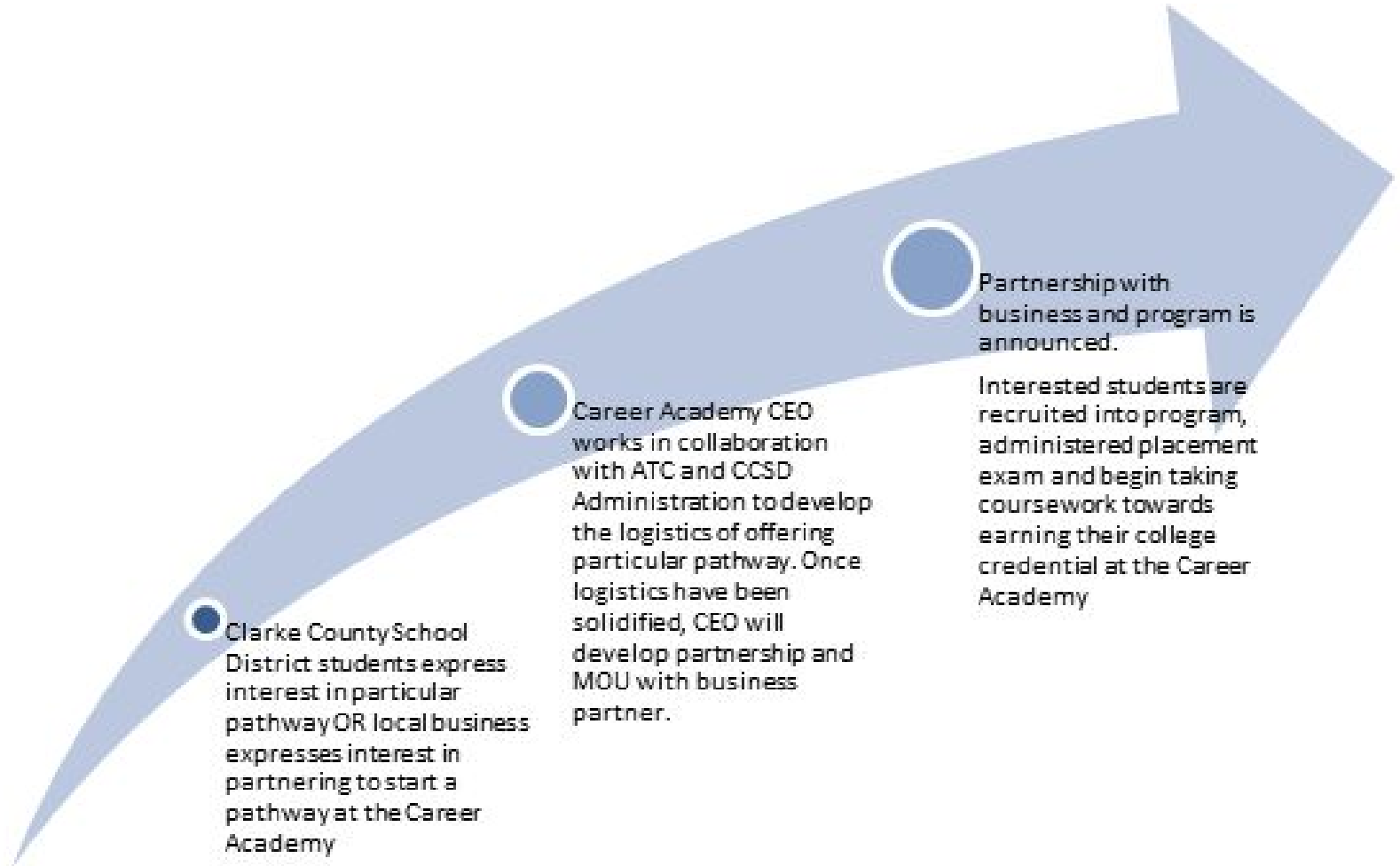
- ★ High School CTAE pathways and courses are strategically organized to encourage pathway completion
- ★ High school pathways that were expanded to align with student interest are available in comprehensive high schools
  - Horticulture and Forest Science Pathway (CEN)
  - Entrepreneurship Pathway (CED)
  - Information Technology Pathway (CED and CEN)

# COMPREHENSIVE HIGH SCHOOL PATHWAYS

In addition to the (3) CTAE High School pathways offered at ACCA (Audio and Visual Technology and Film, Culinary Arts, Health Science: Allied Health and Medicine Pathway), pathways offered at the Comprehensive High Schools include:

- ★ Agriculture Education – (4) Pathways
- ★ Engineering and Technology – (2) Pathways
- ★ Business, Management, and Administration – (3) Pathways
- ★ Information Technology – (1) Pathway
- ★ Transportation, Distribution and Logistics – (1) Pathway
- ★ Arts, A/V Technology, and Communications – (1) Pathway

# PROCESS FOR PATHWAYS AT ACCA



Clarke County School District students express interest in particular pathway OR local business expresses interest in partnering to start a pathway at the Career Academy

Career Academy CEO works in collaboration with ATC and CCSD Administration to develop the logistics of offering particular pathway. Once logistics have been solidified, CEO will develop partnership and MOU with business partner.


Partnership with business and program is announced.  
Interested students are recruited into program, administered placement exam and begin taking coursework towards earning their college credential at the Career Academy

[Link to Admissions Criteria](#)

# REDEFINING ACCA Pathways (Oct 2017)

<b>Current Pathways</b>	<b>Pathways to be Considered for 2018-2019</b>
<p>Criminal Justice Early Childhood Care and Education Early College Essentials Emerging Technologies Healthcare Access Mechatronics</p>	<p>Accounting Computer Repair Specialist Cosmetology Criminal Justice Early Childhood Care and Education Emergency Medical Responder Emerging Technologies Engineering Technology Hotel Management Mechatronics Welding</p>

# ACCA UPDATES

- ★ Accounting (**New**)
  - ★ Computer Repair Specialist (**New**)
  - ★ Cosmetology (**New**)
  - ★ Criminal Justice
  - ★ Early Childhood Care and Education
  - ★ Emergency Medical Responder (**New**) – Replacing Healthcare Access
  - ★ Emerging Technologies
  - ★ Engineering Technology (**New**)
  - ★ Mechatronics
- 



# REQUESTED INFORMATION, PAGE 1

1. What are the three CTAE High School pathways offered next year at ACCA? (POS, pages 42–43) [Audio and Visual Technology and Film Pathway](#), [Culinary Arts Pathway](#), [Health Science: Allied Health and Medicine Pathway](#) (based on enrollment).
2. On the [Redefining ACCA Pathways slide](#), new courses are listed that are not listed on The ACCA Updates? Though the core college courses aligned to ACCA pathways are offered, [Early College Essentials](#) will not be offered as a pathway next year. [Emergency Medical Responder \(New\)](#) is a new pathway replacing [Healthcare Access](#).
3. What are the current requirements to sign up for the ACCA pathways? ([POS, page 41](#)) If students are taking high school CTAE pathways, they are required to have the GPA, but do not need test scores. They will request CTAE courses through their school counselor.
4. If acceptance in to Athens Tech is required, what are we doing to prep students to qualify? [ACCUPLACER test prep](#) is offered over the course of 6 Saturdays in the Spring. Students also receive test preparation material upon completion of the application to the ACCA.

# REQUESTED INFORMATION, PAGE 2

5. What does the scheduling at ACCA look like for next year? ACCA will run a Morning Only and an All Day schedule for 2018–2019. Students who attend all day are required to enroll in 3–4 courses per semester with a minimum of 7 courses per year to earn FTE. We begin summer course scheduling mid–February. We complete Fall 2019 course requests after students meet for Parent Teacher conferences at the high schools. Final course scheduling is completed in the summer after our final application deadline of July 1st. Our current model allows Athens Tech time to recruit, hire and place instructors for our students. What space adjustments will be needed a CEN, CED, and ACCA to accommodate anticipated courses? Mr. Lawrence Harris has identified (2) classrooms upstairs for the cosmetology lab. The engineering lab will be at Cedar Shoals HS will be a converted Physics lab, and Clarke Central High School’s Forest Science course will be taught in the same classroom as the other Agriculture courses. We will continue to work within the allocated space at ACCA.

# REQUESTED INFORMATION, PAGE 3

6. Where are we with offsite internships/apprenticeships? Mr. Johnelle Simpson and Mr. Lawrence Harris are working with our MBA business team on developing a standard business partnership agreement and partnership process to streamline that work. Currently, 70 ACCA students are participating in an internship, which is 25% growth from 2016–2017 when there were 20 students. Our goal for next year is to place 100 students.

7. I believe that the ACCA is to have a marketing plan. What is that plan? The Program of Studies provides information about the Athens Community Career Academy as well as a list of programs and courses offered. We are working on new brochures to reflect our program changes.

# SUMMARY

## The High School Program of Study:

- ★ Provides information and guidance to families and schools about the courses and programs offered in the Clarke County School District, and
  - ★ Highlights dynamic learning experiences for all students to close the achievement gap and to prepare them for college and careers (Strategic Goal #2).
- 